

**Shepherd of the Hills Lutheran Church**  
**Governing Board Meeting Minutes**  
**August 28 , 2023 @ 6:30 pm at Shepherd**

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<b>BOARD MEMBERS:</b>	<b>TERM DATES</b>	<b>ATTENDANCE</b>	<b>GUESTS:</b>
Dave Webb, Chair	2018; 2019; 2020; 2021; 2022; 2023	X	- Pastor Brice Bloxham - Sister Tashina
Sally Peters, Vice Chair	2023;	X	
Elizabeth Kohen, Treasurer	2018; 2019; 2020; 2021; 2022; 2023		
Joshua Koepp, Secretary	2022; 2023		
Ellen Holmgren, At-Large	2023	X	
Anna Grace, At-Large	2022; 2023		
Lynn Mears, At-Large	2017; 2018; 2019; 2020; 2021; 2022 2023	X	
Chriss Latterell, At-Large	2023	X	
Pastor Renee Patterson		X	

**Opening Prayer and Devotion:** Pastor Brice

### **Approval of Minutes and Financial Report**

- July meeting minutes: Chriss moved, Lynn seconded, minutes approved.
- Financial Report and monthly summary from Finance Team: Dave moved. Sally seconded. Report and summary approved.
  - Review of preliminary, proposed 2024 budget including additional preschool income, donation income, cost of living increases for staff and potential budget shortfall. A second draft of the 2024 budget will be prepared with these considerations. Providing for a 3% COL increase for staff was firmly endorsed by the Board.
  - Discussion of Employee Retention Credit (ERC)

### **Staff reports review and discussion**

- The hole in the backyard has been filled, the work by Wallraff Electrical has been completed.
- Staff are revising job descriptions to better reflect shifting responsibilities of current staff. The office assistant position is still open, currently filled with interim worker until permanent person hired.
- Discussion of staff sabbaticals. Sister Tashina will be on sabbatical from Dec 26 2023 to Mar 18 2024 for continuing education and respite. A plan to cover her responsibilities during her absence is being developed. Pastor Renee received a grant toward her sabbatical during the summer of 2024 to include both clergy and congregational renewal. More info. to come.
- Pastor John Kisomo of the 4 point church in Kidamali, TZ will be retiring this October. Plans are in the works to hire his replacement. The GB discussed considering a gift to him and the church to honor his service. Several Shepherd members will be traveling to TZ this winter as part of a Synod group. There may be room if other Shepherd members wish to travel with the group. Please note that travel expenses are paid by the traveler.

**The next meeting of the Governing Board will be Tuesday, September 19 at 6:30 p.m. via Zoom.**

**Closing Prayer: Sister Tashina**

### **Shepherd Sept/Oct community calendar**

- **8/29 Shepherd State Fair Staff Day (office closed)**
- **9/6 Celebration Choir kicks off**
- **9/6 JuBELLation Choir kicks off**
- **9/10 Sun morning Labyrinth dedication 8&10**

- **9/10 Congregational Contemplative Practice Monthly Gathering 9-10am**
- **9/10 Blessing of the Backpacks**
- **9/10 KIDzone Kick Off**
- **9/13 Confirmation orientation night**
- **9/14 Song of Shepherd event**
- **9/15-17 Women's' retreat**
- **9/17 Eagle Scout ceremony for Braden Koepp**
- **9/20 ReFuel Kick Off**
- **9/20 Youth Summer Trip Meeting 8pm**
- **9/21 Pour Theology**
- **9/24 Fall Day of Service**
- **10/12 Song of Shepherd event**
- **10/13-14 Confirmation and ReFuel retreats at Gustavus**
- **10/15 Service of Anointing and Prayer**