

**Shepherd of the Hills Lutheran Church**  
**Governing Board Meeting Minutes**  
**August 18, 2020**

Meeting Attendees:

Dave Webb, Chair  
Deb Kohen, Vice Chair  
Elizabeth Kohen, Treasurer  
Maria Miller, Secretary  
Kristen Goligowski  
Chriss Latterell  
Lynn Mears  
Lynette Palmgren  
Pastor Renee Patterson

Guests:

Pastor Brice Bloxham

Absent:

- **Mini Devotional** (Pastor Brice) Matthew 16:13-20.
- **Opening Prayer** (Pastor Brice)
- **Recognition emails**
- **Approval of July Meeting Minutes** (Maria Miller)
  - The minutes from the July meeting were approved without revisions.
  - Moved by Lynette Palmgren, seconded by Lynn Mears
- **Financial Report** (Elizabeth Kohen)
  - The July financial report was reviewed and approved.
  - Moved by Chriss Latterell, seconded by Lynette Palmgren
- We ended July with a deficit of \$1,237, compared to a budget deficit of \$7,729, for a favorable variance of \$6,492.
- Total monthly expenses were \$5,919 less than budget. Total spending YTD is \$94,528 less than budget.
- Giving income was \$2,464 less than the anticipated budget in July. YTD giving is \$37,337 behind budget.
- Preschool summer program income and expenses were not budgeted.
  - Preschool Tuition/Fees: (\$13,148.50 actual vs. \$3,786.00 budget)
  - Preschool Expenses: (\$12,388.12 actual vs. \$5,440.84 budget)
- Discussions regarding financial projections
  - Generous giving has been consistent and expenses have been down during the pandemic, thus we are ahead of budget at this point, but we need to remain vigilant during this last quarter of the year because of the unknown. People value what Shepherd means to them and the ministries that

Shepherd provides.

-The GB's consensus is along the lines of not making any significant financial decisions during the fall/winter with the pandemic and other unknowns ahead.

-PPP is intended for and should go toward staff compensation.

-Motion to increase Jilene's salary moved by Deb Kohen, second by Lynn Mears.

-There were projects (furnace, parking lot, outdoor lights, carpet) in the budget that were put on hold, if there is the extra money it could go toward completing some of these projects.

- New budget is in the works with finance team.
- Staffing salaries conversation
- **Reopening conversation:**
  - 2<sup>nd</sup> Survey results from August – 135 responses
  - A 20% shift from May survey toward being comfortable with indoor worship.
  - Planning on staying with outdoor worship until November.
  - Livestream from the sanctuary when outdoor service is no longer feasible.
- **Staff reports discussions**
  - Fall Stewardship campaign to kick off this fall and keep separate from PPP
  - Season of service – Joy Team coming up with acts of service for Sept. 13<sup>th</sup> – 27<sup>th</sup>.
- **Closing Prayer** (Pastor Renee)

Submitted by: Maria Miller