

Shepherd of the Hills Lutheran Church
Governing Board Meeting Minutes
October 20, 2020 - online (Zoom)

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
Sister Tashina Good

- **Opening Prayer & Mini Devotional** (Sister Tashina) *Matthew 22:34-46*
-Confirmation Sunday this weekend

- **Recognition emails**

- **Approval of Meeting Minutes** (Maria Miller)
The minutes from the September meeting were approved without revisions.
Motion to accept by Elizabeth Kohen, seconded by Chriss Latterell.

- **Financial Report** (Elizabeth Kohen)
The September financial report was reviewed and approved.
Motion to accept by Chriss Latterell, seconded by Lynn Mears.

Discussions:

- We ended September with a surplus of \$16,416 while we budgeted for a surplus of \$3,705.
- At the end of September, we had \$469,850 in cash, including the PPP loan amount of \$130,300.
- Total expenses were \$30,934 less than budget, with Preschool COVID grants accounting for \$17,000 of the difference.
- Giving Income was \$15,599 less than the anticipated budget. Online giving remains consistent from mid-April. For the end of the year, it was pointed out that some of our regular stock givers have indicated that they will not be doing so and that our end of year/Holiday giving may be less than typical years.

- **Vanco Payment Solutions vs. Simple Church Giving.** The board discussed the advantages of switching services for our online financial system. It was moved to approve this transition by Lynette Palmgren and seconded by Lynn Mears, board approved.
- **Zoom meetings to discuss the Stewardship campaign.** Renee will send dates and Zoom link to Governing Board and to the congregation inviting them to attend.

- **Preliminary budget conversations:** The Governing Board discussed highlights on the proposed budget for upcoming year. No changes from the finance team’s proposal were suggested. Pastor Renee and Miranda will review again and bring any changes to November meeting.

- **Proposed Q4 2020 Spending**

Parking Lot Lights	\$5,000
Furnace in the Preschool Full Day classroom/nursery	\$8,000
Flat Roof Repair over Door C	\$28,000
Open Hands Midway Donation	\$20,000
<u>Sanctuary HVAC automation</u>	<u>\$5,000</u>
	\$66,000

Discussions:

- We have a current surplus due to pausing these projects that were in this year’s budget, receiving the PPP loan, and many cost-saving actions that the staff took during the building’s shut down.
- Out YTD spending was budgeted to be \$942,000 and we have only spent \$786,000.
- The Governing Board discussed these items and whether to move forward of full amount or prioritize each separate line item.
- Lynn M. would like to add staff bonuses to this. Elizabeth noted that the finance and personnel committees have been evaluating staff compensation as a whole. They are in discussion with coming up with a plan of addressing this.
- Discussion of Open Hands contribution vs. our other ministry partners. The Governing Board decided to move forward with a smaller donation amount to start the expansion at Open Hands Midway.
- These funds do need to be used in this current budget year. It cannot carry over to 2021.
- Motion to approve the outlined spending above with the exception of changing the \$20,000 to Open Hands Midway to \$5,000 made by Chriss Latterell, second by Dave Webb, board approved.

- **Conversation regarding age requirement for serving on the Governing Board.**

Board member, Kristin Goligowski, proposing that we make a constitutional amendment to C11.03 that currently states:

All Governing Board members including the officers, shall be voting members of the congregation eighteen years of age or older, and shall be elected by a majority vote of the congregation, or by written ballot if more than one candidate is nominated for a position.

Proposed language:

All Governing Board members including the officers, shall be voting members of the congregation, and shall be elected by a majority vote of the congregation, or by written ballot if more than one candidate is nominated for a position.

Discussion:

- The consensus of the Governing Board is that we are interested in having a position created for a youth member, but also agreed that we don't want to replace the position with another adult if it does not fill with a youth. Discussion of how to create an additional position just for the youth that could not be filled by an adult.
 - Our current constitution states (C11.02) that we are to have four at-large members.
 - Any changes to the constitution would need to be in the Governing Board minutes in writing 60 days before the Annual Meeting. Then 30 days ahead of the Annual Meeting be brought to the congregation in writing.
 - By-laws are implemented in a year vs. a two-year process of making a constitutional change.
 - Possible changes to the constitution options for the Governing Board to present to the congregation include:
 1. To make a constitutional change to eliminate the age restriction of C11.03.
 2. To add a Youth Officer position to the Governing Board.
 3. To add a by-law that states that we have up to five at-large positions, one position which is reserved for a youth member.
 - Sr. Tashina will seek input from the Synod and will add this to November meeting agenda.
- **Governing Board Nomination Committee** for upcoming year: (Deb Kohen)
Lynn M. (At-Large) & Deb K. (Vice Chair) terms are up for reelection, Lynette P. (At-Large) has met her terms limit of four consecutive terms, thus leaving an open At- Large position to fill. Deb will stay on for another term, Lynn is considering another term.
Chriss Latterell and Pastor Renee will join the nomination committee with Deb along with a non-board member.
 - **The Trunk or Treat event**, scheduled for Halloween afternoon is being cancelled out of an abundance of caution considering the latest concerns of safety in the larger community and considered not essential.
 - **Closing Prayer** (Pastor Brice)

Next meeting: November 17th @ 6:30pm on Zoom

Submitted by: Maria Miller