

Voter's Assembly Meeting minutes were reviewed and approved by the Board of Directors on January 16, 2017



Grace of God Evangelical Lutheran Church Voter's Assembly Meeting Minutes

**Sunday, November 27, 2016
420 Hayward Ave. N.
Oakdale, MN 55128**

- I. President Bruce Gilman called the meeting to order at 10:35 a.m.
- II. Opening Prayer and Devotion - Pastor Jon Marxhausen
- III. Acceptance of New Voters – Quinn McMorrow signed the membership book.
- IV. Roll Call
 - a. Proposed Agenda was reviewed.
 - b. Sign-In Sheet was passed around.
- V. Acceptance of the May 22, 2016 Voter's Assembly minutes. The minutes were made available on the church website and copies were provided at the meeting. The minutes were moved, seconded and approved.
- VI. Reports
 - a. Pastor's Report – Pastor Jon Marxhausen
 - i. Reviewed the official acts for the year.
 - ii. Reviewed regular acts that took place all year.
 - b. Committees:
 - i. Facilities Committee – Cami Hartleben

Koala Care changing station have been installed in both of the main restrooms, and a basket of extras have been provided for diaper disposal. A carpet cleaner was purchased which will save the church \$900 each year. Carpet was removed from the parsonage and wood floors were installed. The 2017 cleaning schedule has been submitted.
 - ii. Fellowship Committee – Cindy Bartz

Cindy reviewed the events from the past year. Sunday donations have provided treats and kept the kitchen stocked. Grace Groups are planning to provide Advent suppers.
 - iii. Missions – Audrey Gillman

Audrey thanked everyone who had served in different capacities through the year. She stated that the committee gets positive feedback every time Grace of God serves somewhere.

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The committee met with the Woodbury Christian Cupboard. They are fundraising to build a new structure at Guardian Angels Church. The Mission Committee is looking for ways that Grace of God can help with that project, which serves a great need in our community.

She provided updates about the Bega Kwa Bega Student Scholarship program in Tanzania.

c. Boards

i. Elders – Errol Bartz

Errol provided a handout and talked about the success of the summer Sabbath services. He stated that new communion cups had been purchased to supplement our stock. The new cups were funded by from a memorial. He also stated that church would be switching to non-alcoholic red wine over the next weeks.

ii. Education – Bruce Gilman (for Pam Fallert)

Bruce highlighted all the different youth activities over the past calendar year.

iii. Outreach / Fellowship – Sally Warren

Sally stated that they had done seven cookie ministry drops to visiting families. She gave an update about how well the Fare For All program has been. The program will have been here at Grace of God for a full year in February. She gave updates on other activities through the year.

iv. Treasurer and Finance – Nancy Prigge/Erik Benson

Nancy Prigge provided a handout and presented year-to-date information. She talked about the Thrivent member Choice Dollars program which had brought in \$3000 in the past year. She has been working with Erik Benson on a new way of reporting finances to the congregation on a regular basis that will give a more accurate picture.

Erik Benson presented the Treasurer's report and provided a Balance Sheet and Profit and Loss document as of October 2016. He explained that numbers that have been provided in the weekly bulletins as income, was actually just money that had come in through the Sunday plate offerings, but there was other money that comes in throughout the month. As a result, while there is still a difference between the income and the projected budget, Erik expects that difference will be made up in the last month of the year and church should finish the year in the black.

v. Board of Directors – Bruce Gilman

Bruce reflected that for a small church, Grace of God has a lot of activities going on every month. He informed the congregation that the Board of Directors planned to do a review of the Charter and the By Laws to clean up language to better reflect the practice of the church. He expects to bring proposed amendments to the May Voter's Assembly meeting for review by the

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congregation. He also explained that he is in the process of doing a key inventory, so that the church has an accurate count on the number of keys and who has them. He asked people to contact them if they hadn't already, if they had a key to the church.

VII. Old Business

a. Vision Planning Update

i. Stewardship Committee – Bruce Gilman

The Board of Directors voted to create a new Stewardship Committee. Bob Koeritzer has agreed to chair the new committee. Copies of the charter will be made available to the congregation. Bob stated that for twelve years Grace of God has done a great job. He looks forward to working on formalizing processes, and he welcomed anyone interested in the topic to join him on the committee.

ii. Church Management Software – Bruce Gilman

Bruce stated that Roger Prigge is leading a group of people to review different software packages. The group has narrowed the search down to four options. The next step will be to obtain free copies for them to try out. They plan to spend time evaluating each software individually, and they hope to propose a new church management software by next year.

iii. Centralized Document Repository

The Board of Directors is in the process of gathering guidelines and procedures that have been developed, as well as documentation from every committee and board about the processes and work that they do. Right now the documents that exist are scattered around among different users. The first goal is to gather them all into a central location.

iv. Volunteer Office Administration – Bruce Gilman

Bruce stated that Cami Hartleben has been working on determining what type of work could be done by a volunteer group that would assist the Pastor. Her group will propose a position description that outlines the kinds of things they might do.

VIII. New Business

a. Financial History Review & 2017 Budget – Bruce Gilman

Bruce reviewed the Financial History document (overhead) which combined plate offerings with other income to compare to both the budget for each year as well as the actual expenses. The information showed that Grace of God has been able to cover its expenses in most years. The estimates for 2016 predict that we will cover our expenses again this year.

Bruce reviewed the proposed budget for 2017 (overhead). He specifically reviewed the significant changes from the 2016 Budget. Most notably will be a \$10,000 increase in our building lease for next year. He also noted significant decreases in health insurance and

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HSA costs. Overall, the proposed budget for 2017 has an increase of 1.6% over the previous year.

Errol explained the prospective drop in the health care costs. We may be able to participate in a Health Partners Plan as a group vs. an individual. The application has been filed and we are waiting for final acceptance.

A motion was made to approve the proposed budget for 2017. It was seconded, and the motion carried.

b. Proposed Amendment to the By-Laws – Bruce Gilman

While the Board of Directors plans to do a more thorough review of the Charter and By-Laws next year, they proposed one minor change in November. A handout was provided. The By-Laws would be amended to allow the Board of Directors to approve Voter Assembly minutes on behalf of the congregation at their first meeting following each congregational meeting.

A motion was made to amend the By-Laws as presented. It was seconded, and the motion carried.

c. Wheelchair Accessibility – Bruce Gilman

Bruce stated that Randy Henderson has been working with our landlord to come to an agreement about installing power openers on the side door to make our church accessible to people in wheelchairs.

IX. Matters of Individuals

X. Adjournment / Prayer:

a. Motion to adjourn. MMSP at 11:37 a.m.

Respectfully submitted,
Darla Senn

Note: Copies of handouts will be made available upon request to the Secretary.

Members of the Board of Directors:

Bruce Gilman, President
Randy Henderson, Vice President
Darla Senn, Secretary
Errol Bartz, Board of Elders
Nancy Prigge, Board of Finance

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Sally Warren, Board of Outreach

Erik Benson, Treasurer

Pam Fallert, Board of Education