



St. Johns Lutheran Church  
Board of Directors  
Date: April 12, 2018

**Present:** Pastor Mike, Michele Arnold, Bill Clark, Lisa DeYoung, Dean Ehlen, Danielle Irwin, Bob Klein, Gail Vandeburgt

**Excused:** Judi Rock

**Guest:** Elaine Adams, Shirley Knight

**Call to Order: 7:05 pm**

TOPIC	DISCUSSION	ACTION
<b>Opening Prayer/Devotion</b>	Pastor Mike opened the meeting with a devotion and prayer based on Mark 2. Our heart's focus should be on the mission instead of on law breaking as the Pharisees were.	Study/Prayer
<b>Agenda Review</b>	Motion to approve tonight's agenda – Dean, Bill 2 <sup>nd</sup> .	Motion passes
<b>Mar. 15, 2018 Minutes Review</b>	Motion to approve the previous meeting minutes with minor corrections – Bob, Danielle 2 <sup>nd</sup> .	Motion passes
<b>Conversation with invited guests</b>	Discussed misunderstandings of audit scope and audit firm selection process. Shirley understands forensic audit is not possible since prior records do not exist and would be cost prohibitive, but wanted clarification as to why local audit firms were not considered. Bill and Dean clarified 3 audit firms were considered: (1) CapinCrouse LLP, (2) Batts Morrison Wales & Lee, P.A. and (3) Ganze & Co. The BOD approved proceeding with financial and control audit for FY2017-18 using CapinCrouse. While local, Ganze & Co. withdrew and did not make a proposal. Bill and Dean explained they had given Ganze & Co. the requested documents (but no tax documents), audit committee's search criteria was restricted to firms that audit non-profit organizations, CapinCrouse has a Pleasanton office and CapinCrouse has completed audits for local churches. Shirley disagreed Ganze & Co. was fully considered, but was glad audit is being done. She is satisfied with the selection of CapinCrouse. Elaine hopes future audits are done on a more frequent and regular schedule.	Partial resolution, follow up

TOPIC	DISCUSSION	ACTION
<b>Lead Pastor Report</b> 1. <u>Ministry Plan Summary</u> 2. <u>Mision de Jesus</u> 3. <u>Stephen Ministry</u> 4. <u>Accreditation</u> 5. <u>Financial Update</u> 6. <u>Ministry Plan and Budget 2018-19</u>	5. Discussed concern over declining financial status. While on budget for this year, situation does not bode well for future ministry. Offerings remain above budget, but by a decreasing amount each month. Some causes are: a. Giving family units (including online) is decreasing, b. Non-giving family units are increasing, c. Member deaths.  3. Discussed funding options for future Stephen Ministry leaders.	5. Need to emphasize discipleship as issue.
<b>OLD BUSINESS</b> 1. <u>Audit Committee Review</u> 2. <u>Nomination Committee</u> 3. <u>By-Law Review Committee</u>	1. Discussed CapinCrouse Engagement Letter and necessity for additional Audit Committee members. 2. Several members willing / interested in BOD candidacy! Full slate expected for BOD election in June. 3. Discussed suggested By-Law changes and ideas on how we make decisions as the Body of Christ introduced – Roberts Rules of Order, Consensus Decision Making or ?.	1. Bill will ask for additional help from congregation and update BOD. 2. Thanks be to God! Gail to update BOD with final proposed slate of candidates. 3. Decision Making ideas to be discussed at 1 <sup>st</sup> BOD meeting of year.
<b>NEW BUSINESS</b> 1. <u>Licensed Lay Deacon Application</u> 2. <u>Ministry Plan &amp; Budget proposal</u> 3. <u>Policy Review – 4.7</u> 4. <u>April 28<sup>th</sup> Meeting</u> 5. <u>Board Member replacement update</u>	1. Discussed licensed lay deacon application (LLDA) to authorize Mr. Hurtado and Mr. Arroyo to preach and administer the sacraments at Mision de Jesus under direct supervision of Pastor Mike. Pastor Luis Alvarado is retiring and St Johns is not in financial position to extend call for a replacement pastor. Motion made to approve LLDA to be approved by The Council of Presidents and the Colloquy Committee for the Pastoral Ministry. 2. Major Budget features include: 1) Anticipated offerings of \$665, 2) Church staff salary guidelines adjusted up to 80% of base, 3) Retain Bailey Spears part time in Youth Ministry for additional outreach, 4) Financially help LINC Bay Area through endowment fund and 5) Fund Mr. Arroyo part time at Mision de Jesus. 3. Discussed compliance. BOD agreed. 4. Consensus was to discuss book with new Board. 5. Michele has contacted suggested replacements to fill Anne Goodrich’s remaining FY17/18 term. Few declined, others not yet responded.	1. Motion passes. 2. Pastor Mike will forward BOD balanced budget proposal before May meeting. 3. Thank you Pastor! 4. Postpone book discussion, Contagious Generosity until new Board meets.
<b>FUTURE AGENDA ITEMS</b>	<ul style="list-style-type: none"> <li>• Decision Making ideas to be discussed at 1<sup>st</sup> BOD meeting of year.</li> <li>• Postpone book discussion, Contagious Generosity until new Board meets.</li> </ul>	
<b>Adjourn</b>	Motion to adjourn. Bill, Bob 2nd	1. Motion passes; next meeting May 10, 2018

**Closing Prayer:** Pastor Mike

**Meeting Adjourned: 9:05pm**

Respectfully submitted by Gail Vandeburgt