

# Board of Directors Meeting Minutes

**Date:** Tuesday, November 1, 2022  
**Time:** 6:00-7:30 PM  
**Location:** BSLC

**Meeting Type:** Regular  
**Notice Provided:** Yes  
**Quorum Satisfied:** Yes

## Board of Directors Members

President: Shannon Morrison	Present
Vice President: Steve Morrison	Present
Chairman of Trustees: Dale Cobb	Present
Recording Secretary: Mary Dettmer	Absent
Financial Secretary: Pete Sturdivan	Present
Elder Representative: Bobbie Merritt	Present
Elder Representative: Brian Salvey	Absent
Member at Large: MeLeesa Yesashimwe	Present
Member at Large: Tom Hester	Present
Staff Representative: Pastor Kevin Hohnstadt	Absent

**Call to Order:** 6:08 PM by Shannon Morrison

**Opening Prayer:** Bobby Merritt

**Opening Comments:** Shannon Morrison

## Review of Previous Board Minutes

Motion by Dale Cobb: Move to approve the previous meeting's minutes.

Seconded by Peter Sturdivan, and passed without dissent.

Minutes from the October 2nd, 2022 Board of Directors meeting approved.

## Finance Report

- Sturdivan presented financials
- Financial update through August 31, 2022
  - Expected revenue \$682,000 – Actual revenue \$632,000
    - \$40K of the \$50K difference is due to less preschool tuition
  - Expected expenses \$682,000 – Actual expenses \$670,000
- \$38,000 release of unrestricted assets
- Expected personnel costs \$385K – Actual personnel costs \$377K
- Expected Trustee budget \$145,000 – Actual expenditures of \$113K
  - This expenditure total conflicts with Trustees records so Pete and Dale to discuss
- Expected Office budget \$46K – Actual expenditures of \$37K
- Actual Mission giving of \$65K
  - Actual Mexico Mission expense \$38K
- Remaining budget \$58K – Actual expenditures \$45K

### **Trustees Report**

- Kitchen floor replacement is complete. A few leaky valves were discovered and fixed during the flooring process.
- Clean-up days are scheduled for 11/12 and 12/3.

### **Topics For Discussion**

- Updates
  - Preschool Enrollment – Shannon
    - Discussion around keeping an eye on how much outreach the pre-school is doing. Shannon to find out whether the preschool has a mission statement as it was felt that a mission statement is vital. Discussed the request from the pre-school to hold a fund-raiser. Discussion around that ensued and we agreed to gather more information and refer to the policy and procedure.
  - Scatter Garden Request
    - Steve Morrison researched and found that there are not many laws prohibiting a scatter garden. There are a few laws concerning cremation itself but the 'end product' is not deemed harmful. Ultimately, there seems to be no law that says we can't create a scatter garden. According to the Oregon Mortuary and Cemetery board, anyone can put ashes on church property. We discussed and agreed that if we created a garden it would be for congregation members only since the congregation owns. Further discussion ensued around licensing. If the church does not charge people to scatter in the garden, then there is no licensing involved. If we charge then licensing involved.
    - It was agreed that more discussion was needed and that we want to know if other churches have been down this same path. Steve agreed to reach out to some other churches in the area to find out if they have similar gardens on their property.
  - Fund for Housing Assistance
    - There have been some late developments and Shannon is gathering more information for further discussion.
  - Nursery Staffing
    - The Sexual Misconduct policy clearly states that there must be one volunteer age 21 or over when working with youth. It was agreed that we must operate according to this policy. Shannon to find out from Kathy what policy she was referencing as we need to ensure all policies align.

### **Elder Board Updates**

- Bobby reported that elders met two times last month. They will meet twice a month going forward. Discussed the book "I am a church member". Elders are also discussing the idea of bringing the kneelers back for communion. Kneelers were

used during Reformation Sunday and they will be used for other special services. No significant difference in flow or timing.

### **Open Floor**

- **Sunday Morning Security**
  - Bobby reported that a concern was raised around security during Sunday service. An idea has been proposed that doors be locked after a certain time for service.
  - After discussion the Board agreed to feeling averse to locking doors and instead suggests that usher teams stay out to monitor the lobby during service - one upstairs and on downstairs and 2X2 parking lot patrol. If we hear of a present danger, then lock the doors.
  - All agreed that a security policy should be created and we will have continued conversation around this topic.
- **Church Bus**
  - Dale commented that the bus has not been used much (if at all) in the past 2 years. The cost to maintain the bus runs around \$2,500 per year. Trustees have discussed whether it is worth keeping.
  - It is felt that the need for the bus has run its course and it is the Trustees opinion that the church should sell the bus and use the funds to purchase a van if needed.
  - Motion made by Dale to sell the bus, 2<sup>nd</sup> by Steve. Board unanimously approved the sale of the bus.
- **Discipleship Team update**
  - Tom provided an update of what the Discipleship Team has been working on so that the Board can be involved and keep the team in prayer. The Discipleship Team is using "The Vine Project" as a guide for training up disciples. The team has also suggested that we consider the book "The Trellis and the Vine" as a study for the congregation. Pastor Kevin will be sharing more about this book with the Elders.

**Closing Prayer:** Tom Hester

### **Adjournment:**

With no further business to discuss, the meeting was adjourned at 7:37 pm.

***The next regular Board of Directors meeting will be held on Tuesday, December 6, 2022.***