

# **Good Shepherd Executive Committee Meeting Minutes**

**July 19, 2021**

## **Conference Room - Verona**

Attending: Sara McCormack, president; Dave Vogt, secretary; Pr. Chris Enstad, lead pastor; Rick Blum, director of administration

1. **Meeting called to order by Sara at 6:40p.**
2. The committee briefly met at 6p with Josh Enslin, facilities committee, and Gina Wied of Blue Door Interiors, regarding carpet, paint and wallpaper for the Verona campus. Josh and Gina left the meeting after the discussion.
3. **Opening prayer and devotion** – Sara led the committee in an exploration of Psalm 126.
4. **May minutes** – Pastor Chris moved to approve; David seconded. The motion carried and the minutes were approved.
5. **Financial Report** – Rick reported that the financials are similar to those presented during the previous day's Town Hall meeting. He presented giving trends, which have been averaging \$20,000 less most months, \$30,000 less in June. The PPP loan was forgiven. The congregation approved the budget during the Town Hall meeting. Sara reported that the budget includes revenue increase of 3.6 percent and expenditure increase of 0.4 percent. No staff pay increases were included in the budget, although the board is asked to consider a cost-of-living adjustment or bonuses. David asked that salary increases be included in the next budget. See dashboard for additional detail on giving trends.

Rick reported that four members of the Finance Committee are retiring, including all three members of the audit committee. Pastor Chris noted that the constitution does not require the audit committee members to be members of the finance committee. The audit committee is responsible for recommending an independent auditor and reviewing results of a review or audit. The last review was done in 2018. A full audit is recommended every seven years, according to Pastor Chris.

6. **Vice president's report** – Bob Beggs was absent. Rick reported that the Covid 19 Task Force will continue.
7. **Strategic planning update** – No report, other than the meeting minutes.

8. **Administrator's report** – Rick reported that electric work in the music room at the Madison campus will begin presently. Renovations of the music and youth rooms will be done by Labor Day. Sara reported that the Foundation grant committee has recommended a matching grant for the youth room for furniture, with a vote expected Aug. 9.

Rick reported that the Verona campus has been annexed by the City of Verona. The church's sign request was denied by the city. Two new proposals will meet the city's limit of 72 square feet to include both static and electronic signage. Including electrical work, the total cost is estimated to be \$60,000 to \$65,000. A decision regarding the sign was tabled, pending input from Eric Holmer and the board of directors.

The church has received a bid of \$76,000 for new carpeting at the Verona campus. After discussion, David moved to approve the proposal for carpeting to be paid from the Beyond capital campaign funds. Pastor Chris seconded. David also asked for a bid on wallpaper and tile for the Verona campus.

Updates to the Madison campus include a new topcoat on the parking lot and new stairs between the upper and lower parking lots.

9. **President's report** – Sara reported that the July 18 Town Hall meeting was successful, with the unanimous approval of the budget and several positive videos. An all-congregation worship service is being planned for Oct. 31. A leadership retreat is planned for Monday, Sept. 27. The retreat will include staff, board and committee chairs. The Foundation's grant committee has recommended four of five scholarship requests. The committee has also recommended continuing education requests for Joanne Zastrow and Becca Mortensen. The committee requests clarification on prioritizing the \$32,000 request for AV equipment at the Madison campus vs. \$10,000 in cameras at the Verona campus. The AV equipment is the priority.

**Action items:**

Sara will talk to a potential audit committee member.

Rick will sign the proposal for carpeting.

The meeting was adjourned at 8:10p with the Lord's Prayer.

Minutes taken by Ann Nelson.

Respectfully Submitted,

David Vogt

Good Shepherd's Mission: In response to God's love and grace we...

Welcome as we have been welcomed,

Forgive as we have been forgiven,

Serve as we have been served.

Good Shepherd's Vision: By the grace of God and the love of Jesus Christ, we will meet each person where they are, and invite them into transformative relationships with *God, each other,* and the *communities in which we live and serve*. We will cultivate and empower lay leaders to support this life-changing work at Good Shepherd and beyond.