

MINUTES OF ST. MATTHEW DVB MEETING

JUNE 17, 2020

The June DVB meeting was called to order via ZOOM at 6:00 with the opening prayer led by Pastor Hugo.

Members present: Pastor Hugo, Brian Maxwell, Jason Zemke, Mike Alm, Karrie Kikeh, Lisa Neaderhiser, Brad Cornelius and Teresa Anderson

Motion made and carried to approve the meeting agenda.

Motion made and carried to approve the May 20, 2020 meeting minutes.

It was noted that the DVB Meeting Minutes will now be listed on the website along with the financial report.

TEACHING TIME: Pastor Hugo

Retreat for the staff was cancelled due the Coronavirus, however the staff is now working on the Fall theme which is "Reboot, Reset and Renew" - a 40 day program kicking off Red Letter Challenge with daily reading and activities. The topics to be covered will include: Being, Forgiving, Giving, Serving and Going (witnessing). The kick off will be in September.

STAFF REPORT: Pastor Hugo

Staff is focusing on the new "Reboot" theme and how it affects their individual ministries.

COVID continues to be challenging for all areas. Children's' ministry is especially difficult to plan. It is very possible the VBS program will need to be cancelled for this year.

Vicar Martin has also been involved in the staff planning and it is anticipated his presence will begin to be increased at St. Matthew.

The staff will share their thoughts/planning progress when they meet again on July 7th.

DISCUSSION:

Treasurer's Report: The Payroll Protection Program has been vital in keeping our financial picture positive, however with the program ending soon we will need to be planning and pay special close attention to the finances going forward.

COVID 19 Preparedness Plan: Reviewed the email document provided by Pastor with the target date of July 19th as opening date for St. Matthew with social distancing. We will consider polling the congregation to determine possible attendance numbers for planning. We will post the preparedness plan on the website for viewing by the congregation. Pastor would like to have an Implementation Team in place to finalize the details so we are ready to go by 7/19. Pastor would like a DVB member on

the team and Karrie Kikeh will represent the board. The written plan needs to be turned in to the Governor's Office by June 29th and Pastor will handle.

Property-Facility Committee report: (Jason Zemke) Follow up: City of Columbia Heights has completed the alley work and the \$4200 payment has been approved for the city. It was reiterated that \$30K is the city assessment fee and we will receive a statement in September for the 20/2021 property tax year which will continue for 10 years.

We do have a \$2700 bid from Jerry's for the Round Table room flooring, however we will defer the project for the time being as it is currently is not a priority.

There is a bill for \$1208 for gas line repair of St. Matthew's gas line which was hit during the alley repair work. (It is our responsibility rather than the City's.) It will be paid out of the maintenance and repair line item.

A Boiler repair subcommittee has been formed and the committee has already had two discussions looking for repair quotes for this large (60K?) item. In addition the air conditioning in the sanctuary is not working. Loren from Micro has a tech out to review and assess the situation. Recommendations will be made on the value of repairing vs replacing.

July 11th is the scheduled Clean up /Volunteer day. This is a Saturday morning project and details are listed in the Newscene article. Spread the word for willing hands to attend as it is a good fellowship activity.

DCLC: Up-to-date figures on the daycare provided by Pastor. The daycare decreased to 14 kids from 37 kids and now back up to 21 kids: Four infants, nine preschoolers and nine school age enrolled at 50% tuition to hold their spots. Four children have unenrolled. Of pressing concern is the need for \$800 to get the transition room ready as well as \$2500 for new carpet for preschool/toddler room. In addition, a laptop needed to be replaced after it crashed and the cost was just under \$700. All of these expenses will need to come out of the day care budget. Once the rooms are ready we will be able to take on more students and we will be hiring more teachers in the near future. Overall there continues to be a positive cash flow situation.

A motion to approve the projects for the DCLC was made and seconded and carried unanimously.

The meeting concluded with Sharing & Caring time between members and followed by closing prayer.

The next Meeting will be held 7/15/20 at 6:00 p.m.

Respectfully submitted,

Teresa Anderson