

MINUTES OF ST. MATTHEW DVB MEETING

August 18, 2021

The August DVB meeting was held in Pastor's office in person and was called to order at 6:00 p.m. by President Jason Zemke.

Pastor Hugo led the meeting with an opening prayer.

Members Present: Pastor Hugo, Lisa Neaderhiser, Mike Alm, Larry Betzold, Karrie Kikeh, Brad Cornelius and Teresa Anderson.

A motion made, seconded and carried to approve the meeting agenda.

A motion made, seconded and carried to approve the July 21, 2021 meeting minutes.

Teaching Time: Pastor Hugo - Pastor attended a class addressing racial justice/social ministry. He found it very interesting and we will review/discuss in a future meeting on how this information can help define St. Matthew's role within our congregation and out in the community in addressing these issues.

COVID Update: We will strongly encourage that masks be worn and continue to social distance at the church. During worship services, a box of disposable masks will be made available along with hand sanitizer. We will continue to use the individual communion rather than resume our normal communion gathering since the COVID numbers continue to grow again. We are also going to do away with funeral lunches and will not be providing supper for Wednesday night activities. We will continue to monitor the number of COVID cases and adjust our services/worship activities accordingly.

Staff Report: Pastor Hugo - The staff has completed their goals for the upcoming year of "Follow". They will have accountability time during staff meeting to encourage each other to meet their outlined goals. (See attached Staff Goals)

Treasurer's Report: Jason Zemke In case there was any confusion, Jason clarified that there were three pay periods in July and the budget amounts take this into consideration. July experienced decreased offerings and we needed to dip into savings to cover expenses. We are still in a good financial situation,

however the PPP Loan is exhausted and going forward we are on our own as a congregation to meet expenses. (Note: The PPP loan of 130K for 2021 is in a forgiven status).

The DCLC received a \$4,250 grant in July and enrollment is increasing so revenue from the daycare will help our overall financial situation, but we want to make the congregation aware of the need for continued giving. Announcements can be made in the Newscene and perhaps in the bulletin as a reminder to the members.

Financial review: Karrie will present at the September meeting to wrap up the internal audit finding for final discussion/summary.

Staffing Model Review will go forward once all participants have completed their summer vacation schedule.

Property-Facility Committee Report – Jason: To address the need to replace the current Bulldog Cleaning service, the committee interviewed five companies. The two lowest bids will have their references checked. The price tag will be higher than in the past for a cleaning service...perhaps due to the COVID induced labor shortage and demand for higher pay. Also, there has been discussion regarding our future with Micro – do we continue with the services or do we plan another strategy for building maintenance? Ongoing discussions and will be addressed at future meetings.

The samples for the lower level flooring are available to view and the labor to install will be available in about 2 to 3 weeks for completion.

The committee also met with Loren from Micro to discuss major capital costs for projects in the ten-year window. Items such as a new roof are on the horizon and the costs need to be anticipated.

President's Desk – Jason: We agreed not to post full financial reports on the website, as they would then be viewable by anyone outside of St. Matthew. The website can list a partial version of the income/expense report, but going forward we can distribute the complete financial reports to the congregation via the mailboxes again along with the Newscene.

Community building for the October issue of the Newscene will feature an article from Karrie (possibly about the theater reveal at Huset Park on August 29th)

The DVB member spotlight will feature Lisa Neaderhiser.

Webpage development will be addressed in the future following the completion of the Financial Review and Craig Affeldt will provide an article regarding the duties of the Worship Assistance.

Reminder that our Kick-off for the new education year will be held in the parking lot on September 12th at 10:00 a.m. Boxed lunches will be provided and attendees to bring their own lawn chair.

The meeting concluded with Sharing and Caring discussion between members.

Pastor led the group in a closing prayer before adjourning.

The next DVB meeting is scheduled for Wednesday, September 15th, 2021 at 6:00p.m.

Respectfully submitted,

Teresa Anderson

