

## MINUTES OF ST. MATTHEW DVB MEETING

September 15, 2021

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

Opening prayer was led by Pastor Hugo.

**Members Present:** Pastor Hugo, Jason Zemke, Karrie Kikeh, Larry Betzold, Mike Alm, 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 August 18, 2021 meeting minutes.

**Teaching Time: Pastor Hugo** Life events determine how we follow Jesus. To illustrate, Pastor led the group in a "Pictionary" type exercise based on the verse Matthew 16:24-25 *Then Jesus said to his disciples, "Whoever wants to be my disciple must deny themselves and take up their cross and follow me. For whoever wants to save their life will lose it, but whoever loses their life for me will find it."* Each member took a couple minutes to draw what this verse meant to them and then members explained their pictures to the group.

**Staff Report: Pastor Hugo** Staff members are busy implementing their action plans developed during the prior retreat meetings. The first of the monthly church events will be held October 24<sup>th</sup> coordinated by Pastor Hugo, Brad Cornelius and Carol Blase. They will serve Brats and Beer (root beer ☺) in the prayer garden as a fundraiser for SACA. Thrivent has donated money to be used for the food.

A DCLC Staff survey was completed and revealed conflicts among the staff/management. As a result, Christine Eid has agreed to coordinate with Julie Sventek and Lisa Neaderhiser in providing team-building activities along with coaching/mentoring ideas to improve the daycare working culture.

**Treasurer's Report: Jason Zemke** Very similar to last months results. The PPP loan and the Daycare grants had been keeping us in a good financial position, however now we are dipping into the savings. Due to the financial situation, waiving the customary 2%-3% raise for staff is being considered for the upcoming year. More discussion to follow as we prepare for budget talks in October to finalize in November and present to the congregational voters meeting.

**Financial Review Action Items:** Karrie Kikeh reviewed and clarified that all action items recommendations from our internal audit are completed. Also confirmed that quarterly statements are available upon request.

**Staffing Model Review:** Pastor will follow up next month as nothing to report to date.

**Property-Facility Committee Report: Jason**

- **Cleaning Service:** The search continues to find a replacement cleaning company. Additional quotes have been obtained and the DVB board may be asked to vote on which service to hire via email prior to the October DVB meeting once the Property-Facility committee makes their recommendation. The new cleaning service will have a 30-day probationary period to evaluate their performance. The committee will clarify whom the cleaning company will be reporting to for accountability purposes.
- **Flooring:** The lower lever flooring is in progress and is about half completed.
- **Long-Term Capital Plan:** This item is still pending – will follow up in future meeting.

**COVID Update: Pastor Hugo** For now it is status quo and we will continue to our diligence with requesting masks continue to be worn and continue with individual communion.

**President's Desk: Jason**

- **Newscene:** Deadline is October 18<sup>th</sup> for the November issue and the DVB spotlight will be Mike Alm. Karrie will provide the Community Spotlight and feature Faustina and the theater highlights.
- **Future feature** will be provided by Craig Affeldt for the topic of Worship Assistants

The meeting concluded with Sharing and Caring time between members and closing prayer provided by Teresa Anderson.

The next monthly DVB meeting will be held October 20, 2021 at 6:00 p.m.

Respectfully submitted by Teresa Anderson