

MINUTES OF St. MATTHEW DVB MEETING

July 20, 2022

The July DVB meeting was held in person and via zoom. It was called to order at 6:00 p.m. by President Jason Zemke.

Pastor Hugo led the opening prayer to begin the meeting.

Members Present: Pastor Hugo, Jason Zemke, Brad Cornelius, Lisa Neaderhiser, Brian McBroom. Mike Alm, Karrie Kikeh, and Larry Betzold

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

The group will look over the Meeting Minutes from June 22, 2022 on their own and email the group if it is approved or if any corrections need to be made before it is submitted to Julie Allen.

Teaching Time- Pastor Hugo: There is no teacher time.

Things are running really smoothly from a staffing standpoint. Pastor Bill, Julie S, and Julie A are full-time. Brenda, Faustina, Sarai, Kathy, and Carol are all part-time.

VBS starts Sunday. This will be a huge multicultural event. We are super excited about it.

Treasurer Report:

- Our overall expenses look good. We had to borrow from the St. Matthew building fund and general savings to pay bills.
- Health benefits will go up 8% at its next renewal.
- Brian is looking into if we meet the criteria for employee retention tax credit.

Karrie and her team will meet on July 21, 2022, to go over the consensus of the information they collected and will make a recommendation according to the data.

We are getting an estimate to see what it cost to fix the air conditioning in the office. It is not unbearable until the afternoon. Often the staff will move to different areas of the building when it gets too hot.

Staff Report – Pastor Hugo:

We have a low staff attendance in the Daycare. We need to hire more staff. We are going to run an ad to increase aide pay to 12.00 dollars an hour. In order to grow the daycare, we need more teachers and teaching aides. We can accept the current students slotted for the fall. We have lost one aide. We have not replaced that person.

Carol will be gone on September 1, 2022. She is working on some projects for St. Matthew. We wanted to look at the staffing model report before hiring a new music coordinator. She is currently working 30 hours a week. The rest of the staff are doing well. We are looking forward to VBS that begins on Sunday, July 24th.

Treasurer's Report/ Budget – Jason Zemke:

- **We have not withdrawn the certificate of deposit. Pastor or Doug Roseburg are the only ones that can cash it in.**
- **We just signed the papers for the line of credit. The interest is 3%.**
- **FYI Financial One is merging with another credit union. This could make banking easier.**

President's desk and Items discussed:

- Lisa can do the September newsletter.
- Ben continues to be helpful.
- The staff spending freeze is still in effect.
- The current cleaning team walked out. TEAM Clean has started today July 22, 2022. The regular crew will begin on Monday, July 25, 2022.
- We continue to do Boiler checks.
- We are still working with Crystal Brutlag on designing a web page. There have not been any formal decisions made.
- There have been pop-up COVID sightings. Our COVID procedures have not changed.
- Jason and Ruth are still working on getting together to review the previous financial statement.
- Our Elders are all in agreement with continuing with communion online. We are going to continue to provide online worship services. The pastor will draft a letter to the synod.

The meeting concluded with Sharing and Caring time between members and a closing prayer provided by Pastor Hugo.

The next meeting will be on August 17, 2022
Respectfully submitted by Lisa Neaderhiser