

# MINUTES OF St. MATTHEW DVB MEETING

August 17, 2022

The August 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 Kiek, and Larry Betzold

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

A correction was made to the meeting minutes from July 20, 2022. A motion was made then to approve the minutes and then seconded and then submitted for publishing.

We added a Daycare Grant that needs to be approved by the board. It is from Parent Aware. We need board approval to spend the \$1,000 on the designated area of curriculum and toys.

**Teaching Time- Pastor Hugo:** There is no teacher time. The time was used to go over the following points:

- The Ethiopian Church is ready to get involved with more activities here at St. Matthew. The teens will start tonight, Wednesday, August 17, 2022, with the St. Matthew Youth. They will also take over Our Hand and Hand Ministry.
- The district has agreed to fund Martin through the end of the year. The district will send the checks here and he will then be paid through St. Matthew. They are wondering if we would like to start another St. Matthew Campus at Gloria Dei. This will be an official call to the end of the year.
- Karrie went over the survey that was conducted on the current staffing model and went over some possible recommendations. The Board will then get together to talk about the vision of the staff in more depth at a future meeting. Karrie and Pastor bill will set up a time to review the results with the staff. The DVB will meet on Saturday the 17th of September from 9-11. A rollout plan will be conducted.
- DCLC is still in need of teachers and aids. The DCLC board is looking at creative ways to fill this need.

## **Staff Report – Pastor Hugo:**

- Carol has made a proposal to stay here through September and October. We need to think about what we need to do moving forward.
- The rest of the staff is doing groovy

## **Treasurer's Report/ Budget – Jason Zemke:**

- Our daycare income has increased due to an increase in enrollment
- We did take some money out of the building fund before the line of credit was opened. We need to pay that back moving forward
  - We did need to borrow 15,000 dollars from our line of credit.

- We have not withdrawn the certificate of deposit. Pastor or Doug Roseburg are the only ones that can cash it in. We are working on getting that released.
- **Brian is still looking into the Employee retention credit. It looks like it could be at least 9 months before we might see a return from that. The Amount is not clarified yet.**

Presidents desk and Items discussed:

- Jason and Pastor will go over the budget for past present and future
- Ben continues to be helpful. We are currently spending between 250 - 400 a month.
- The staff spending freeze is still in effect.
- TEAM Clean is doing a great job.
- 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 board proposed an increase to the cost to the leasing contracts (building use agreement). As of October 1 for the next 6 months. We need to formalize the agreement. (rooms, times, etc.)
- Currently, the Ethiopian Church pays 1500 a month. They are only 6 months into the contract so it should stay the same and increase the lease from 6 months to 12 months . Julie A. will make adjustments to the service agreement approved and seconded.
- The Ecuadorian Church pays 400 - 550
- The Liberian Church pays 150 -250

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

There will not be a meeting in September due to our Planning day on September 17th. We will have a formal meeting On Oct 18, 2022 .

Respectfully submitted by Lisa Neaderhiser

