

CLM Board Meeting Notes

January 14, 2010

6:00 – 8:00 pm, McFarland Lutheran Church Rm. 210

Board present: Jeff Bartzen, Heather Flemming, Susan Heckel, Amy Lawrence, Dawn Blau, Ken Landolt, Mark Watt, Sarah Schutt

Staff: Meg Nielsen, Becca Zietz

Devotion/Team Building

Call to Order

- Announcements
- Approval of Minutes
- Changes/additions to the Agenda

Requests to Address the Board (5 min per request)

none

I. Committee Report Follow-up

A. Council - Sarah

1. Interim Pastor will be announced after approval from the Bishop.
2. Will be discussing CLM and all of the operations of the church as part of budget process.
3. Council members were asked for volunteers to be available during CLM/MLC Open House to lead tours, answer questions, etc. Sarah and Karen Emerson and possibly others will be there.

B. Personnel - Susan

1. Moving to public/board only versions of minutes after unapproved version inadvertently made public.
2. Personnel Board is continuing to investigate ways to control expenses
3. Continuing to work through handbook (approx. 1/3 to $\frac{1}{2}$ done);

Discussion: Handbook does state that it is the responsibility of the employee to know about changes. However, the process of communicating changes in a

consistent manner needs to be defined by making an addition to the handbook as to how employees will be notified of changes.

C. Finance - Jeff

1. In the process of analyzing some sheets with Dennis in order to know where are any given month
2. we have + revenue
3. we have paid the church back \$1500

D. Properties - Dawn

1. Sills are done
2. girls bathroom has new toilets
3. rainbow is getting paint

E. Social / Appreciation - Dawn

F. MLC Liasion - Heidi - Nothing to report

G. PGO Liasion - Heather - Nothing to report

II. Tuition Assistance Committee Report

Vote: Motion made by Amy to approve TA requests, Susan 2nd the motion.

Vote passes 5-0

III. Administrator Report

A. Culver's 10% day is Sunday 2/7/10

- a. Temple talk on Sunday 2/7/10
- b. PGO handling most of the event, If willing to help please let Becca know.
- c. Free PR!
 - i. Postcards w/info for Open House (2/8/10 from 6-7) and registration (7:15) on trays and in bags week before event
 - ii. Fliers about this around town
 - iii. Dick Moen will do printing..asking about doing tray liners too.

B. License Related Items

- a. Background checks now required annually for staff and 4x for chair begins in Feb.
- b. Renewal process due 1/28/10. Cost is \$900 and was in budget
- C. Upcoming Staff events
 - a. Sara is expecting in June (Beth and Vicki will teach Summer)
 - b. Rachel is engaged and will be married in late June (birthday 1/23)

IV. Business Items:

- A. Set 2010 -2011 Tuition Fees
- B. Open House Update
 - 1. Date is set for Feb. 8, 6-7 with registration to follow @7:15
 - 2. Looking for Board help
- C. Registration Procedures
- D. Strategies to Increase Revenue
 - 1. Expand programs- need teacher input. Becca will ask for volunteers to help work on this.
 - 2. Fundraising-not pursuing this option at this time.
 - 3. Corporate Sponsorships - More like and endowment fund.

Prayer Requests & Adjourn

Next Meeting: Feb 11, 2009; 6:00 PM
Devotion: Ken Landolt
Agenda items: