



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, March 25, 2013 – 7:00 pm

7:00 pm Opening Devotion and Prayer – Scott Ernstmeyer

1. Recording of Members Present / Recognition of Guests

Present: Daryl Bell, Cory Bergt, Chris Blomenberg, Travis Lebo
..... Todd Schmeeckle, Tom Schulte
..... Matt Heibel, Scott Ernstmeyer
Absent: Jason Leimbach, Rev. Jacob Heine
Guests: Sheryl Gartner

2. Agenda Review

- a. No Development Report will be provided – Remove from Consent Agenda
- b. Motion by Todd Schmeeckle, second by Tom Schulte to approve agenda as amended.
Motion carried.

3. Guest Comments

- a. None

4. Consent Agenda

- a. Approval of Prior Meeting's Minutes – February 25, 2013 / February 28, 2013
- b. Approval of Financial Reports –
 - Financial Statement as of February 28
 - Account Balances as of February 28
 - Treasurer's Report
- c. Development Report – Removed from Consent Agenda
- d. Principal's Report
- e. Ratification of Electronic Action to Establish Brokerage Account – 2013-03-22
Motion by Chris Blomenberg, second by Travis Lebo to approve consent agenda as amended.
Motion carried.

5. Board Education

- a. Twelve Principles of Governance That Power Exceptional Boards –
Principle #6 – Ethos of Transparency
 - Discussion focused on maintaining open relationships between the Board and both internal (faculty/staff) and external (families, congregations) constituents.
- b. Board Policy Manual – Policy 5.9 – Major Gifts Policy
 - With the passage of the new Linking Agreement between the LLSA and LEF, the Agreement and Policy 5.9 no longer align. Changes to Policy 5.9 are intended to bring the two back into agreement and define how major gifts should be handled. Additional minor changes were noted and will be incorporated into the next draft.

6. Reports

- a. Executive Director – Strategic Plan
 - Warrior Wellness Makeover – Gala Special Project
 - Over \$16,000 was raised at the Gala, bringing the total pledged/received to approximately \$92,500. Total project estimate is \$100,000. Scott has not yet received responses to several asks that could put us at our goal.

- Scott asked the Board if they support moving forward with the project given the current level of pledges/commitments. If we proceed, we need to move quickly so planning is in place to start demolition as soon as school is out. Equipment should be ordered to take advantage of discounts good through the end of March and to take delivery by need dates.
 - Board members agreed they felt comfortable with moving forward.
 - Debt Renewal Process
 - The Finance Committee met with our US Bank representative and held a conference call with LCEF. Both US Bank and LCEF expressed their commitment to continue our relationship for the renewal.
 - Travis recommended building a mechanism into future budgets to accommodate shifts in the interest rate over the term of the agreement, as we do not know how much the variable interest rate may shift.
- b. Executive Director - Other
- School Climate
 - Scott shared a summary of feedback from listening sessions with faculty over a series of three meetings. He identified several general themes and categorized the specific suggestions/concerns within the themes.
 - The group discussed prioritization of potential action items and continued communication with the faculty. This will be a topic of discussion at late start meetings and volunteers to commit to action areas/projects will be solicited.
 - Daryl requested this be maintained as an agenda item for the April Board meeting.
 - Spring Fundraiser
 - After evaluating logistics for organizing a joint Servathon/fundraiser it was decided we would not be able to sponsor a successful event on such a short timeline. It was suggested we look at a Servathon next school year, not tied directly to fundraising. A consideration might be to sponsor a Servathon in late April and focus on a celebration of service for the “Give to Lincoln Day.”
 - For this spring Scott and Amy have decided to focus on a major push for “Give to Lincoln Day” in May. They will work to maximize donations eligible for employer matches and work very hard to recruit donors. Communication to LL families, local congregations and businesses will be stressed. Funds raised will all go to general fund support.
- c. Principal
- Enrollment Information
 - Scott shared a spreadsheet showing enrollment numbers used to set budget, current enrollment numbers and registration thus far. Scott and Matt will organize an effort to contact all current families and work with them to determine their plans and see if we can assist in any way. It is important to retain as many of these families as possible.
 - Kristin works primarily with new prospects – mostly potential incoming 6th graders, plus any other families who have shown an interest in LL.
 - We will again expect to host three Norwegian students and have agreed to accept a maximum of 15 Vietnamese students. Matt provided information on contact from the KoAm Program. We have one student at LL who was placed through this program. Matt stressed the importance of keeping the level of exchange students at a reasonable level so we do not have a negative impact on school culture.
 - Travis noted the current potential student figure is lower than the number used in the budgeting process. If the number enrolling reflects the same drop, this will create a significant budget gap in addition to the gap already generated by adding the Middle School Religion position back into the budget.

- Daryl suggests the Finance Committee begin compiling a list of potential options to cover the shortfall. He would like to see the Finance Committee bring this information to the Board as soon as is feasible. Unfortunately, a shortfall from lower than projected enrollment cannot be addressed until we have information on final enrollment, and pushes final decisions on budget adjustment to early August.
- Matt noted that at least $\frac{3}{4}$ of new prospect families visiting LL ask about financial aid, illustrating a need for a larger financial aid pool, plus restructure of the financial aid allocation process.

7. Action Items –

- a. No action items for this meeting.

8. Discussion Agenda

- a. No discussion items for this meeting.

9. Closed Session

- a. 8:35 pm – Motion by Cory Bergt, second by Tom Schulte to move to closed session.
Motion carried.
- b. 9:15 pm – Motion by Cory Bert, second by Travis Lebo to leave closed session.
Motion carried.

10. Closing & Adjournment

- 9:16 pm – Motion by Chris Blomenberg, second by Cory Bergt to adjourn.
Motion carried.

Next Meeting – Monday, April 22 @ 7:00 pm