



**Lincoln Lutheran School Association Board of Directors**  
**MEETING MINUTES**  
**Monday, September 23, 2013 – 7:00 pm**

Opening Devotion and Prayer – Rev. James Irwin

1. 7:05 pm - Recording of Members Present / Recognition of Guests  
 Present: .....Daryl Bell, Cory Bergt, Chris Blomenberg, Travis Lebo, Jason Leimbach,  
 ..... Bryce Wendland. Scott Ernstmeyer, Matt Heibel, Rev. James Irwin  
 Absent:..... Todd Schmeackle  
 Guests:.....
  
2. Agenda Review  
 Board members agreed to move the action item “Reschedule December Board Meeting” to the October meeting agenda unless additional Board members arrive at this meeting.  
 Motion by Bryce Wendland, second by Chris Blomenberg to approve the agenda with the potential change noted.  
 Motion carried.
  
3. Guest Comments
  
4. Consent Agenda
  - a. Approval of Prior Meeting’s Minutes – August 20
  - b. Approval of Financial Reports –
    - Financial Statement as of August 31
    - Account Balances as of August 31
    - Treasurer’s Report
  - c. Development Report
  - d. Principal’s Report
 Motion by Travis Lebo, second by Bryce Wendland to approve consent agenda as presented.  
 Motion carried.
  
5. Board Education
  - a. Board Source - Exceptional Boards – Principle #12 – Revitalization
    - The group will wrap up discussion of the Board Source resource at the October meeting, then move on to discussion of the Board’s role in the AdvancED Accreditation process.
  - b. Board Role in AdvancEd Accreditation Process
    - Scott will work with Matt prior to each meeting to bring pertinent information to the Board for discussion.
  
6. Reports
  - a. Executive Director – Strategic Plan
    - Tentative Action Plans – 2013-2014
      - Scott reviewed the four critical target areas within the Strategic Plan. The items listed with each critical target were identified by administrators as being items of importance in pursuing each target this year and into the following year(s).
      - Board members were asked to provide feedback on additional items they feel should be included in the discussion of the pursuit of critical targets.
    - Warrior Wellness Makeover Status

- It appears we should end up about \$5,000 in the black. This will enable us to pursue some additional items for the Wellness Center and some upgrades to the new music practice room.
  - Estate Gift Projects – Status
    - We have been pursuing all areas except landscaping. Scott will meet Tuesday with a school parent who has a landscaping business to discuss potential plans.
    - Whiteboards and MS lockers were ordered today. We will need to work with class scheduling to get the whiteboards installed. Installation of the new MS lockers will probably be a project for over Christmas break.
  - Debt Renewal Process
    - Because our debt service coverage ratio was strong, our debt rate has dropped and will hopefully result in over a \$15,000 saving over the next 12 months in our debt payment. The Finance Committee has discussed when a good time may be to look at locking in a fixed rate on the loan.
- b. Executive Director - Other
- Van Lunen Summary
    - Lincoln Lutheran committed nearly \$2,000 for Scott to participate in the Van Lunen Fellowship. Scott has now completed the program and shared a summary of learning topics from the sessions he attended.
  - Business Insurance
    - Due to a significant increase in our Worker’s Compensation insurance premium the Finance Committee chose to look at other options for coverage. Currently, Lincoln Lutheran carries business insurance under three different agents and four different companies. In soliciting insurance proposals from other agents, we discovered this has resulted not only in higher overall rates, but also in gaps in our coverage that could result in a serious liability.
    - The Finance Committee brought a proposal to the Board that offers all coverage through one company. We would gain significant coverage levels, close coverage gaps and save over \$10,000 per year in premiums. The Barney Insurance Agency works with Brotherhood Mutual which has a specific group that services faith-based organizations, including a good number of Lutheran churches and schools in the Lincoln and Omaha areas, and Lincoln Christian School.
    - The Finance Committee firmly believes a move to this coverage is the right direction to go, primarily for the coverage available with the reduced cost being an attractive plus.
- c. Principal
- Enrollment Information
    - Our budgeted enrollment was 330 students. Enrollment currently stands at 335.
  - Attrition Summary
    - Attrition rolling into 2012-2013 was 39 students. Coming into the 2013-2014 school year 21 students chose not to return to Lincoln Lutheran.
    - Matt reviewed attrition history over the past several years and provided a comparison to the number of new students entering the building in grades 7 - 12.
    - Matt described the 5<sup>th</sup> grade recruiting process, including school visits, elementary school nights at athletic events and Discover Lincoln Lutheran Night.
7. Action Items –
- a. Approve Business Insurance Change
    - Motion by Cory Bergt, second by Bryce Wendland to approve a change in the LLSA’s business insurance provider as outlined in the proposal presented by Barney Church Group Insurance.  
Motion carried.
  - b. Reschedule December Board Meeting – Dec. 16?

- Motion by Chris Blomenberg, second by Jason Leimbach to reschedule the December Board meeting to Monday, December 16.  
Motion carried.

8. Discussion Agenda

a. School Climate Survey

- A summary document of results of the climate survey was included with last Friday's Board mailing. The summary attempted to identify both the areas we can celebrate as well as areas of concern/improvement identified from the survey.
- Board members discussed areas noted in the summary. Scott and Matt will work on a communication to families with a summary of both celebrations and areas of improvement to be pursued.

9. Closed Session

9:07 – Motion by Travis Lebo, second by Bryce Wendland to move to closed session.  
Motion carried.

9:22 – Motion by Chris Blomenberg, second by Cory Bergt to leave closed session.  
Motion carried.

10. Closing & Adjournment - 9:24

Motion by Cory Bergt, second by Travis Lebo to adjourn.

Motion carried.

Meeting closed w/prayer.

Next Meeting – Monday, October 28 @ 7:00 pm