



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, December 16, 2013 – 7:00 pm

Opening Devotion and Prayer – Rev. James Irwin

1. 7:00 pm - Recording of Members Present / Recognition of Guests
Present:Daryl Bell, Cory Bergt, Chris Blomenberg, Travis Lebo, Jason Leimbach,
.....John Roeber, Bryce Wendland, Rev. James Irwin, Scott Ernstmeyer, Matt Heibel
Absent:.....
Guests:.....

2. Agenda Review
Motion by Jason Leimbach, second by Bryce Wendland to approve agenda as presented.
Motion carried.

3. Guest Comments
a.

4. Consent Agenda
a. Approval of Prior Meeting’s Minutes – November 25, 2013
b. Approval of Financial Reports –
 - Financial Statement as of November 30
 - Account Balances as of November 30
 - Treasurer’s Report
c. Development Report
d. Principal’s Report
e. Congregational Reports – Calvary & Redeemer
Motion by Chris Blomenberg, second by Cory Bergt to approve consent agenda as presented.
Motion carried.

5. Board Education
a. Credit Card Policy – 5.4
 - Mr. Ernstmeyer explained the policy revisions would allow us to issue LL credit cards to those who most frequently use them. Receipts would be submitted with a purchase report each month. This should make expense tracking cleaner.
b. AdvancEd Standard 2 –Indicator 2.2
 - Board members reviewed the performance level statements that pertain to Indicator 2.2, and discussed the self-rating level they felt would be appropriate to each indicator.

6. Reports
a. Executive Director – Strategic Plan
 - Estate Gift Projects – Status
 - Lillich Estate Process – Makeup of the Lillich Project Proposal Committee was discussed. Board members agreed to ask all members of the Repschlaeger Allocation Committee to serve on the Lillich Committee. Due to the size of this financial resource, members agreed to ask Pastor Irwin (LLSA Pastoral Advisor), Cory Bergt (additional LLSA Board representative) and an additional LEF Trustee to serve on the committee. This committee will be asked to develop recommendations after collecting feedback at the LEF/LLSA retreat in January.

- Landscaping Project – Concrete slabs, pavers and limestone benches are installed. Watering system, plant life and picnic tables will be installed in the spring.
 - MS Lockers – The 120 new lockers arrived today. Our plan is to remove the old lockers December 23 and install new lockers December 27.
 - Restroom Project – The committee will meet this week to continue to study cost. We hope to have a better cost estimate in early January.
- b. Executive Director - Other
- Delegate Assembly Agenda
 - Redeemer will need to appoint a new Board member to replace Daryl Bell at the end of this term, June 30. We hope to have a name by the Delegate Assembly.
 - The group reviewed remaining items on the agenda. These are pretty standard items for the 3rd quarter Delegate meeting agenda, with the most notable item being discussion/approval of the proposed 2014-2015 budget.
 - Gym Floor
 - Our main gym floor was totally refinished/repainted last summer. We are now experiencing some problems with the varnish flaking, due to the installer allowing improper paint drying time prior to varnishing. The installer has agreed to correct the problem at his materials cost next summer. This is a reasonable solution, as the floor is sanded and re-varnished each summer.
 - Gift Potential
 - Scott was contacted by a donor who had initially made significant gifts to a local congregation with stipulations that were to be met by January, 2014 in order for the congregation's foundation to retain the gift. Unfortunately, the congregation was unable to meet the stipulations and the donor's chosen alternative is to shift the gift to Lincoln Lutheran. Scott will work with the donor to identify his wishes for use of the gift. Depending on how the donor would like this gift to be used, it may have an impact on the proposal for the Lillich Foundation.
- c. Principal
- One-to-one Study
 - The committee has received some feedback from parents in response to the one-to-one letter that was forwarded to families.
 - Matt Heibel reviewed the committee report he forwarded to Board members. The committee feels it is important to thoroughly explain what will be provided through the Technology Fee. We will hold open forum meetings to explain the project and answer questions people may have.
 - Matt has shared information with faculty, and will hold training sessions for teachers if the decision is to move forward with the project.
- d. Treasurer
- Proposed Preliminary 2014-2015 Budget
 - Travis reviewed the proposed budget with Board members and answered questions. Topics of discussion included:
 - Enrollment projections
 - Transition of development responsibilities to the LEF
 - Tuition rates, particularly a desire to keep 6th grade tuition levels as low as possible to encourage families to commit to Lincoln Lutheran.
 - Staffing and salary levels
 - Financial impact of moving to a 1-1 technology environment and how best to apply a Technology Fee. Board members agreed this should be a separate fee rather than being included in tuition.
 - The proposed budget shows a \$7,000 deficit. The Finance Committee feels comfortable with this as part of a preliminary budget. The final budget will not be set until fall when final enrollment level and staffing picture are known. Tuition rates and salaries will be set at the January Delegate meeting.

7. Action Items –
 - a. Approval of Preliminary 2014-2015 Budget to Present to Delegates
Motion by Cory Bergt, second by Bryce Wendland to approve the preliminary budget with adjustments as discussed to tuition rates and the Technology Fee.
Motion carried.
 - b. Approval of Agenda for Delegate Assembly Meeting
Motion by Travis Lebo, second by Chris Blomenberg to approve the Delegate Assembly meeting agenda as presented.
Motion carried.
 - c. Approval of Revised Credit Card Policy – 5.4
Motion by Cory Bergt, second by Jason Leimbach to approve revised Policy 5.4 as presented.
Motion carried.
8. Discussion Agenda
 - a.
9. Closed Session to Discuss Personnel
 - a. 9:52 pm – Motion by Chris Blomenberg, second by Travis Lebo to move to closed session.
Motion carried.
 - b. 10:09 pm – Motion by Cory Bergt, second by Bryce Wendland to leave closed session.
Motion carried.
10. Closing & Adjournment – 10:11 – Meeting closed w/prayer.
 - a. Motion by Travis Lebo, second by Jason Leimbach to adjourn.
Motion carried.

Next Meeting – Monday, January 27 @ 7:00 pm