



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, November 23, 2015 – 7:00 pm

Opening Devotion and Prayer – Scott Ernstmeyer

1. 7:01 pm – Recording of Members Present / Recognition of Guests

Present:Cory Bergt, Chris Blomenberg, Jill Fiddler, Jason Leimbach
.....Bill Miller, John Roeber, Bryce Wendland
..... Scott Ernstmeyer, Matt Heibel
Absent:Gary Dunker
Guests:.....

2. Agenda Review

- a. Move Calvary and Redeemer congregational reports to December Consent Agenda.
 - b. Add Action Item 7c – Accept Financial Development Plan.
- Motion by Cory Bergt, second by Bill Miller to approve Agenda as amended.
Motion carried.

3. Guest Comments

4. Consent Agenda

- a. Approval of Prior Meeting's Minutes – October 26, 2015
 - b. Approval of Financial Reports –
 - Financial Statement as of October 31
 - Account Balances as of October 31
 - Treasurer's Report
 - c. Development Report
 - d. Principal's Report
 - e. Executive Director's Report
 - f. Congregational Reports – Holy Savior, Messiah, Trinity
 - g. Approve Policy 5.6 – Financial Payment Policy – Member Congregations
 - h. Approve Christmas Gift Proposal for Faculty & Staff
- Motion by John Roeber, second by Chris Blomenberg to approve Consent Agenda as amended.
Motion carried.

5. Board Education

- a. Mission Directed Governance – Book study – Pages 35-54
 - Board members discussed highlighted questions from each of the Chapter Reflections.
- b. Policy 5.9 – Major Gifts Policy
 - Scott reviewed the purpose of the policy and explained the thinking of the Governance Committee in their recommendations for amendments to the policy.
 - Board members were asked to consider the recommended amendments to the policy and provide feedback to Scott. Barring significant questions or additional recommended changes, the policy will be brought to the Board for approval via Consent Agenda at the December meeting.
- c. Scott pointed out that now is an appropriate time to review the LEF/LLSA Linking Agreement, as the Agreement has been fully implemented with the 2015-2016 fiscal year.

6. Reports

a. Executive Director – Strategic Plan

- See Executive Director Report
- Annual Financial Development Plan
 - Scott reviewed highlights of the Development Plan and explained the concept of “Board Designated Fund Raisers”. He pointed out current fundraisers that fall under this category. Identification of this category of fundraisers was recommended by our auditors to facilitate a clear delineation between the designated fundraisers of the LLSA and funds which are more restricted.
 - The intent would be to review and revise the plan annually in the August time frame.
- Science Renovation Project
 - A meeting will be held Tuesday with three companies that have received an RFP for the project. Questions will be answered and representatives will tour the areas of the building that will be part of the renovation. The intent will be to receive bids by mid-December and plan to make a decision at the December Board meeting as to whether we wish to move forward with the project at this time.
 - Funds raised are currently \$80,000 below the \$600,000 original estimate. Lloyd Wagnitz has submitted several grant requests that he has not heard back on yet. He has recently received permission to submit grant applications to two foundations for a total of \$45,000.
- Sustainability Report / Recommendation –
 - Scott pointed out that final discussion and action on the sustainability recommendation will be an agenda item for the December meeting.
- 2016-2017 Preliminary Budget –
 - The Finance Committee will bring the proposed preliminary budget to the full Board for approval at the December meeting.

b. Executive Director - Other

- Date for 3rd Quarter Delegate Assembly Meeting – Thursday, January 21
 - This is the corresponding date to last year’s meeting.
- Audit – Resolution for Release of Hohensee Funds for Science Renovation Project
 - Scott and Cory explained the rationale behind this resolution.

c. Principal

- School Year Calendar – 2016-2017
 - Matt Heibel shared the tentative calendar for the 2016-2017 school year. He noted that the Principals of the Lutheran Schools of Lincoln had met and attempted to sync the schedules so we are closer on taking the same days off during the school year. The elementary schools take more days off during the year, but the calendar is now at a point that every time LL is out of session, the elementary schools are also out of session. There are a number of times during the year when LL will take one day off and one or more of the elementary schools may take a second day off.
 - The calendar will be brought to the Board for approval as part of December’s Consent Agenda.
- Parent/Teacher Conferences
 - Matt provided statistics on attendance by parents at 2014-2015 conferences and for first semester 2015-2016 conferences. We will hold spring conferences this year, then reevaluate after two years with both fall and spring middle and high school conferences.

7. Action Items –

- a. Set 3rd Quarter Delegate Assembly Date – January 21

- Motion by Bryce Wendland, second by Bill Miller to set the Delegate Assembly meeting to January 21, 2016.
Motion carried.
 - b. Adopt Resolution for Release of Hohensee Funds for Science Renovation Project
 - Motion by Cory Bergt, second by Chris Blomenberg to adopt the Resolution for Release of Hohensee Funds for the Science Renovation Project.
Motion carried.
 - c. Accept Financial Development Plan
 - Motion by Jill Fiddler, second by Cory Bergt to accept the Financial Development Plan as presented.
Motion carried.
8. Discussion Agenda
- a. Sustainability Report/Recommendation
 - Scott provided an overview of why the sustainability study was pursued, what activities have been pursued to date, what potential sustainability projects were evaluated and recommendations from the committee.
 - Board members are asked to thoroughly review the report and provide feedback to Scott. In December the Board will have an opportunity to engage in additional discussion and will be asked to formally accept the report.
9. Closed Session
- a. 8:45 pm – Motion by Bryce Wendland, second by Cory Bergt to move to closed session.
Motion carried.
 - b. 8:59 pm – Motion by Bill Miller, second by Chris Blomenberg to leave closed session.
Motion carried.
10. Closing & Adjournment
- a. 9:00 – Motion by Bryce Wendland, second by Cory Bergt to adjourn.
Motion carried.
 - b. Meeting closed with prayer.

Next Meeting – Monday, December 21 @ 7:00 pm