



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, February 27, 2017 – 7:00 pm

Opening Devotion and Prayer – 7:07 pm

1. Recording of Members Present / Recognition of Guests

Present: Cory Bergt, Scott Ernstmeyer, Jill Fiddler
 Matt Heibel, John Roeber, Bryce Wendland
 Absent:..... Chris Blomenberg, Rev. Michael Brown, Bill Miller, Treva Ptaschek
 Guests:.....

2. Agenda Review

3. Consent Agenda

- a. Approval of Prior Meeting’s Minutes – January 23, 2017
- b. Approval of Financial Reports –
 - Financial Statement as of January 31
 - Account Balances as of January 31
 - Treasurer’s Report
- c. Advancement Report
- d. Principal’s Report
- e. Executive Director’s Report
- f. Congregational Report – Redeemer
 - Jill Fiddler gave a brief update on Redeemer Lutheran. Pastor Brown has declined a Call to serve in another congregation.
 - There were no other significant items to report at this time.

Motion by Bryce Wendland, second by Cory Bergt to approve the Consent Agenda as presented.

Motion carried.

4. Board Education

- a. Policy 5.10 – Sexual Conduct Policy
 - The Board did a first run-through of the policy last month. Proposed changes to the wording and placement within the Procedural Considerations section of the policy. The Board discussed possible situations and how they would be handled under the policy and whether the wording correctly reflects the action to be taken.
- b. Policy 5.17 – Financial Conditions Policy
 - This is a first read of this Policy 5.17. The policy outlines a framework for the budgeting process and provides guidelines by which the Board will make financial decisions. The Governance Committee did an initial read of the policy at their meeting last week. Capital debt should be below 40% by June 30.
 - The policy does not mention additional FDIC coverage - we maintain 100% coverage. This is covered under Policy 5.8. The policy does not prevent us from taking new on new debt for future projects. We will add the policy to next month’s Consent Agenda.
- c. Role of the LLSA Delegate
 - The Governance Committee has reviewed the Role of the LLSA Delegate, which outlines the structure of the LLSA and the functions of the Delegate Assembly. The role of the Delegate includes ratification of the LLSA Board of Directors, the LLSA budget, bylaws and all long-range building or financial plans. The Delegates will also

approve the Articles of Incorporation and amendments to the articles and Board policies.

- The document provides information regarding the time commitment required of a Delegate, how often and when the Assembly meets, and how the role of the Delegate compares to that of the LLSA Board member. We try to send this information to all Delegates once a year and to new Delegates as they join. This provides good information to anyone who is considering becoming a Delegate.

5. Reports

a. Executive Director – Strategic Plan

- See Executive Director Report
- K-12 Unified Brand
 - We are close to having a finished landing page for the Lutheran Schools of Lincoln. The page currently displays our unified logo and tagline “Transforming Minds, Strengthening Hearts”. There is a general statement about our schools and areas to consider when choosing a school. There are links to each of the individual schools and a form to contact us for more information. We plan to meet next week to work on finalizing details and discuss ways to drive traffic to the landing page.

b. Executive Director – Other

- ALSS Board
 - The June and October Board meetings will overlap with the ALSS Board. Scott will not be available to attend these meetings. The June meeting could be a good time for the annual evaluation of the Executive Director. We will determine if it is necessary to reschedule the Board meetings as we get closer to those dates.

c. Principal

- Spring Parent-Teacher Conferences
 - Parent Teacher Conferences are scheduled tomorrow from 4:00-8:30 pm.
- Foreign Language Requirement -
 - Matt requested the Board’s approval to waive the two-year language requirement for a student with special circumstances. The language requirement would be replaced by the equivalent number of elective classes.

d. Treasurer

- US Bank Bonds Status
 - Cory Bergt provided a status update. An appraisal of the facilities is the last step in re-structuring our loan with US Bank. An appraiser has visited the facilities but we have not yet received a formal appraisal. We hope to report the release of the LECF guarantee at the Board meeting next month. We do not anticipate any setbacks, as the release is not contingent on the appraisal coming in at a particular amount.
- 3-Year Audit Agreement
 - We are nearing the end of our current 3-year agreement with Buckley and Sitzman. The Finance Committee recommends continuing with Buckley and Sitzman for the next 3-year term. They have agreed to give us the option of a reviewed statement vs. an audited statement, which would provide a savings of \$2,000 a year. An audited statement provides additional protection and may be required by some institutions. The Finance Committee recommends continuing with audited statements, but Buckley and Sitzman will allow us to make a change to a reviewed statement at the same savings, should we choose to in future years.

6. Action Items

a. Approve Policy 5.10 – Sexual Conduct Policy

- Motion by Cory Bergt, second by Bryce Wendland to approve changes to Policy 5.10 – Sexual Conduct Policy as presented.
- Motion carried.
- b. Approve Waiver of Two-year Language Requirement
 - Motion by Cory Bergt, second by John Roeber to approve waiver of Two-Year Language Requirement to be replaced by the equivalent number of elective classes for a student with special circumstances.
 - Motion carried.
- c. Approve 3-Year Audit Agreement
 - Motion by Cory Bergt, second by Bryce Wendland to approve 3-Year Audit Agreement with Buckley and Sitzman.
 - Motion carried.

7. Discussion Agenda

a. Campaign Fund Distribution

- Scott gave an overview of the Campaign Fund Distribution spreadsheet. This outlines how undesignated funds will be distributed across the different areas of the campaign as funds are received. This will provide information to determine whether funds are available and when we are ready to begin projects. We want to invest scholarship endowment funds as soon as possible to put those funds to work. Will continue to update the spreadsheet as we go forward.
- Scott discussed the Pledge Payment Forecast. This shows that by June 30, we will have exceeded the amount we need for the 2017-18 Warrior Fund. The forecast will help to determine when we can expect to have funds in hand.
- Multi-purpose Building – Scott shared the construction proposed schedule. The plan is to be in the building by November. The committee continues to meet to discuss the building design. We hope to have a proposal and estimate from David Stirtz soon. David will need more complete plans to determine whether we will run into any zoning issues.

8. Closed Session

- a. 8:06 pm – Motion by Bryce Wendland, second by John Roeber to move to closed session.
Motion carried.
- b. 8:14 pm – Motion by Bryce Wendland, second by John Roeber to leave closed session.
Motion carried.

9. Closing & Adjournment – 8:15 pm

- Motion by Cory Bergt, second by Bryce Wendland to adjourn.
Motion carried.

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