



Lincoln Lutheran School Association Board of Directors
MEETING MINUTES
Monday, July 24, 2017 – 7:00 pm

Official

Opening Devotion and Prayer – 7:04 pm

1. Recording of Members Present / Recognition of Guests

Present: Matt Heibel, Ruth Tewes, Jill Fiddler, Cory Bergt, Scott Ernstmeyer,
Trevia Ptaschek, Bryce Wendland
AbsentChris Blomenberg Pastor John Kunze, Rev. Michael Brown and Bill Miller
Guests:

a. Formal Welcome – Pastor John Kunze and Ruth Tewes

2. Agenda Review

Motion by Cory Bergt, second by Bryce Wendland to accept the agenda as presented.
Motion Carried.

3. Consent Agenda

- a. Approval of Prior Meeting's Minutes – June 27, 2017
- b. Approval of Financial Reports –
 - Account Balances as of June 30
 - Treasurer's Report
- c. Advancement Report
- d. Principal's Report
- e. Executive Director's Report
- f. Congregational Reports – ????
- g. Approve Section 3 Board Policy Manual – Executive Director Limitations
- h. Approve Policy 5.26 - Facility Use Policy

Motion by Trevia Ptaschek, second by Bryce Wendland to approve the Consent Agenda as presented.
Motion Carried.

4. Board Education

- a. Curriculum Maps –
 - Matt talked about how curriculum maps help the teachers with assessing his/her classes. Curriculum maps also provides a basis for new teacher to when starting at LL. Curriculum maps should be on all teacher's canvas pages.
- b. Board Policy Manual – Section 4 – Board and Executive Relationships
 - Scott went through each part of Section 4 of the Board policy manual and detailed the purpose of each section.
- c. 5.25 - Contingency Reserve Policy
 - Scott went through the new policy and explained it in detail. He is hoping to bring it as an action item at August meeting. The board had a good discussion about the policy and had a few adjustments for wording of the policy.

5. Executive Director Report

- a. Multi-Purpose Building
 - There was an estimate from Schwisow for around \$390,000. We may need to consider taking \$75,000 out of contingency and \$350,000 out of the campaign. That will cover the shell of the building and the design portion of the building. We would do the interior ourselves. Timeframe

would start right away and we could have the building wrapped up by mid-December so wrestling could possibly use it the second half of their season.

- b. Delegate Assembly Agenda – August 31st
 - The draft agenda was presented for Thursday August 31st, and minor changes were suggested.
 - Jonathan Jank has agreed to speak about his journey from LL to today.
 - c. Board Retreat – August 18 – Tentatively - 1:00-4:00
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6. Principal Report
- a. Enrollment Update – This time of year there is some unexpected things that come up with enrollment but we are still looking strong for next year with enrollment at 321-322.
7. End of Year Financials – Treasurer
- We finished the year strong with all churches meeting their obligation to end the year on June 30. We have about \$11,000 of tuition that we are still trying to collect. We were able to move \$140,000 to the contingency fund and increase the transportation contingency by \$15,000.
8. Action Item:
- a. Approve Financial Statement as of June 30 including contingency levels
Motion by Treva Ptaschek, second by Ruth Tewes to approve Financial Statement as of June 30 including contingency levels. Motion Carried.
 - b. Set date for Delegate Assembly August 31st
Motion by Cory Bergt, second Bryce Wendland by Motion Carried.
 - c. Set date for August Board Meeting – August 21
Motion by Treva Ptaschek, second by Ruth Tewes Motion Carried.
 - d. Authorize a contract to Schwisow for up to \$395,000 with \$350,000 in funds coming from campaign resources and \$75,000 from the contingency reserve.
Motion by Cory Bergt, Second by Treva Ptaschek . Motion Carried.
9. Discussion Agenda
- a. Board Meeting Times
 - The board discussed moving meeting starting times to earlier in the evening. They suggested starting at 6:00pm for the August and September meeting and talking about how the new time is working.
 - b. Board Education for 2017-2018
 - The board discussed to have five different content areas come and to present to the board for about 5-7 minutes each meeting. They also talked about asking four schools from around the US to talk about how they conduct their schools with the hopes that we could hear some new ideas. Scott would share a power point outlining the school to a board meeting.
10. Closing & Adjournment 8:31 pm
Motion by Bryce Wendland, second by Cory Bergt Motion Carried

Next Meeting – Monday, August 21 @ 6:00 pm