



**Lincoln Lutheran School Association Board of Directors
MEETING MINUTES**

Monday, December 18, 2017 – 5:30 pm ** Room 104

Official

Tours of Multi-Purpose Building @ 5:00/5:15

Opening Devotion and Prayer –

1. Recording of Members Present / Recognition of Guests

Present:.....**Treva Ptaschek, Cory Bergt, Matt Heibel, Ruth Tewes, Jill Fiddler, Scott Ernstmeyer, Bill Miller, Chris Blomenberg, Pastor Dustin Lappe**

Absent:..... **Bryce Wendland**

2. Agenda Review

Motion by Treva Ptaschek, Second by Ruth Tewes to accept the agenda review as reported. Motion Carried.

3. Consent Agenda

a. Approval of Prior Meeting's Minutes – November 27, 2017 – **DOC 02**

b. Approval of Financial Reports – **DOC 03**

- Financial Statement as of November 30
- Account Balances as of November 30
- Treasurer's Report

c. Advancement Report – **DOC 04**

d. Principal's Report – **DOC 05**

e. Executive Director's Report – **DOC 06**

f. Approve Policy 5.6 – Financial Payment Policy – Member Congregations Policy – **DOC 07**

g. Approve Policy 5.9 – Major Gifts Policy – **DOC 08**

Motion by Treva Ptaschek, second by Ruth Tewes to accept the consent agenda. Motion Carried.

4. Board Education

5. Reports

a. Executive Director

- Building Update
- Branding Audit Process
- Immanuel Transition – Board Terms **DOC 09**

b. Other

- LEF/LLSA Retreat January 12th 1:00-4:00
- Delegate Assembly January 11th – Agenda **DOC 10**

c. Principal

- Semester Enrollment Changes
- A Call for Jennifer Duitsman

d. Treasurer

- 2018-2019 Proposed – Preliminary Budget **DOC 11**

6. Action Items

- a. Approve Agenda for January 11th Delegate Assembly Meeting
Motion by Cory Bergt to approve the agenda for Delegate Assembly, January 11, 2018. Second by Bill Miller, Motion Carried.
- b. Approve proposed preliminary budget for 2018-2019
Motion by Cory Bergt to accept the proposed preliminary budget for 2018-2019. Second by Jill Fiddler, Motion Carried.
- c. Accept the Call for Jennifer Duitsman
Motion by Treva Ptaschek to accept the Call for Jennifer Duitsman. Second by Bill Miller, Motion Carried.
- d. Approve Updated Board Terms
Motion by Cory Bergt to approve Updated Board Terms. Second by Bill Miller, Motion Carried.

7. Discussion Agenda – Multi-Purpose Building

- a. One of the 4 primary roles of the Delegates is “to ratify all long-range building or financial plans as proposed by the Board.”

The Board has interpreted the phrase “long-range building or financial plans” to relate to strategic planning decisions that have a lasting and material impact on the facility or the financial position of the school. Some factors the Board has considered in the past include whether a specific project materially alters the footprint of the school, whether it is primary (as opposed to auxiliary) to the ministry and educational mission of the school, and whether it requires third party financing to accomplish.

Historically, some examples of projects that were not identified as “long-range building or financial plans” include the Weight Room makeover in 2013, the Science Renovation project in 2016, and the Multipurpose Building in 2017. The major renovation adding the lunchroom and gymnasium in 1997 and building the satellite classrooms to expand to 6th grade in 2005 were considered long-range building or financial plans that were approved or ratified by the Delegates.

8. Closed Session

9. Closing & Adjournment

Next Meeting – Monday, January 22, 2018 @ 6:00 pm