

Lincoln Lutheran School Association Board of Directors
MEETING Minutes
Monday, December 16, 2019 – 6:00pm

Opening Devotion and Prayer – **Led by Scott Ernstmeyer**

1. Recording of Members Present / Recognition of Guests
Present: Scott Ernstmeyer, Chris Schaedel, Bill Miller, Joel Rodencal, Treva Ptascheck, Matt Heibel, Tina Barrett, Jill Fiddler, Ruth Tewes
Absent: Pastor Wing, Greg Sunderman
Guests: none
2. Agenda Review
Motion by Chris Schaedel, Second by Treva Ptascheck to accept the agenda as presented by Bill Miller. Motion Carried.
3. Consent Agenda
 - a. Approval of Prior Meeting's Minutes – November 2019 – **Doc 2**
 - b. Approval of Financial Reports
 - November 30 Account Balances – **Doc 3a**
 - November 30 Balance Sheet – **Doc 3b**
 - November 30 Financial Statement and Treasurer's Report – **Doc 3c**
 - c. Advancement Report – **Doc 4**
 - d. Principal Report – **Doc 5**
 - e. Executive Director Report – **Doc 6**
 - f. Policy 5.12 - Registration/Tuition Payment Policy – **Doc 7**
Motion by Ruth Tewes, Second by Tina Barrett to accept the consent agenda as presented by Bill Miller. Motion Carried.
4. Board Education
 - a. Review Education Calendar for reminder of year – **Doc 8 - Reminder of reading assignments for next 5 meetings of one chapter a month from the book "Imagine the Possibilities" which was distributed to Board members. Plan to read the Introduction and Chapter 3 for January.**
5. Reports
 - a. Executive Director
 - Strategic Planning Update - **Hoping yet this week to meet with Katie Bockelman to discuss what heard from student council. Most of the work to complete before Christmas is on track.**
 - Long-Range Site Committee Update - **Chris Schaedel provided recap of committee progress. The committee's survey results mirrored the Board's survey results. Scott & Chris met with Mike Wachal to review a past master site plan. Mike will be getting us a cost estimate for helping develop some best school building practices list of information. Scott also talked to the Executive Director for Concordia Lutheran High in Fort Wayne, Indiana to learn more about a similar process they went through in the past couple of years.**
 - Delegate Assembly Agenda – **Doc 9 – The proposed agenda is similar to past with goal this time to ensure we are highlighting Vision 2025 information. We will approve our 2020-21 Board Member slate. However, Calvary hasn't identified a new board member yet.**
 - All Boards Retreat – January 6 – **We plan to host a shorter 2 hour meeting. A guest presenter will share information on projected enrollment trends for colleges and universities. We will also spend time on the strategic plan & campaign buckets.**
 - **Addition Item: A grant is being written to pursue funding for one year for half-time Marketing and Communications position and partial funding for a second year. By the third year we would fully absorb the cost into the budget.**

- b. Principal
 - Enrollment Updates - **Moved to closed session as involves specific students**
 - c. Board Treasurer
 - Preliminary Budget 2020-2021 – **Doc 10 - Tina Barrett reviewed key inputs used, including class sizes, salary and benefits. The budget reflects an overall tuition increase of 4.7%.**
 - Debt Payment – **Principal paydown of \$130,000 formally going before board for approval**
 - Audit Report – June 30, 2019 – **Doc 11 - Completed by Buckley & Sitzman, LLP. The audit didn't identify any concerns or issues.**
6. Action Items:
- a. Approve - Delegate Assembly Meeting Agenda
Motion by Treva Ptascheck, Second by Tina Barrett to approve the Delegate Assembly Meeting Agenda as presented by Bill Miller. Motion Carried.
 - b. Approve - Preliminary Budget 2020-2021
Motion by Chris Schaedel, Second by Treva Ptascheck to approve the Preliminary Budget 2020-2021 as presented by Bill Miller. Motion Carried.
 - c. Approve - Debt Payment of \$130,000
Motion by Jill Fiddler, Second by Joel Rodencal to approve the Debt Payment of \$130,000 as presented by Bill Miller. Motion Carried.
 - d. Accept - Audit for June 30, 2019 Financials
Motion by Ruth Tewes, Second by Chris Schaedel to accept the Audit for June 30, 2019 Financials as presented by Bill Miller. Motion Carried.
7. Discussion Agenda
- None
8. Closed Session
- Motion to enter closed session by Treva Ptascheck, Second by Tina Barrett. Motion Carried.**
- Motion to leave closed session by Chris Schaedel, Second by Treva Ptascheck. Motion Carried.**
9. Closing & Adjournment
- Motion to close and adjourn the meeting by Tina Barrett, Second by Jill Fiddler. Motion Carried.**

Next Meeting – Monday, January 27, 2019 @ 6:00 pm