

## **Mission & Ministry Team Meeting Minutes**

### **April 20, 2021**

The meeting was called to order by President Larry Ehlert, at 5:15 PM.

Present for the Meeting: Larry Ehlert, Jim Henning, Carlene Nagel, Mark Reimer, Jessica Olson, Darrell McDougal, Linda Stibbe, Joe Zanon, Kim McCann and Pastor Dave.

Absent: None

1. Devotion by Mark Reimer.

2. Missional Community (Take 10)

3. Pastor's Report:

Pastor Dave updated the MMT on Confirmation that will take place May 2, 2021 at the 10:30 a.m. service. There are 9 confirmands this year and they are working on writing their Statements of Faith. A portion of the existing building will be under construction this summer which will cause the summer child care to be rearranged to other areas of the building. At the end of summer, we will be transitioning into the new building. The MMT will plan to discuss at the June meeting, a date for the grand opening of the new building.

Staff Reports: (the following reports were submitted to MMT members prior to the meeting)

Lead Pastor Report – Pastor Dave Karolus

Vicar Report – Vicar Erik

School Administrator Report – David Reineke

Childcare Director Report – Annette Miller

Facility Manager Report – Jay Neitzer

Lay Minister Report – Jeff Nielsen

Information Technology Report – Jan Young

Care Ministry – Dan Kohn

4. Staff: Financial Manager – Nikki Heinzen

The Profit & Loss Budget vs. Actual report will be emailed to the MMT.

5. Preliminary Budget – Nikki Heinzen

Nikki reviewed the preliminary budget with the MMT. The budget has a significant increase because of the building expansion and the increase in the Child Care program. The 2021-2022 budget will be about \$2.5 million.

6. Personnel Committee Report – Jessica Olson and Darrell McDougal:  
The Personnel Committee served on the Compensation MAT (Ministry Action Team). The Compensation MAT worked together on the compensation recommendations for the 2021-2022 budget.  
Bonuses have been given in the past as an encouragement to the staff.  
Bonuses will be given based on the number of hours they work per week. Motion by Kim McCann, second by Jessica Olson to allow \$13,000 for staff bonuses, all ayes, motion carried.

7. Review Compensation Policy:

Previously we had two compensation policies but over time, the two policies became similar. The two policies have been combined into one Compensation policy now. The draft Compensation Policy was reviewed by the MMT. The following items were discussed:

- Item #4 - It will consider any changes to the benefit plans and packages of Peace.  
Discussion - the words "and packages" should be removed.  
Item #4 revised - It will consider any changes to the benefit plans of Peace.
- FICA – All workers owe the total FICA tax (15.3%). Non-Minister of the Gospel workers – Peace pays the employer portion of FICA (.0765%)  
Minister of the Gospel workers (LCMS rostered workers) receive the employer portion of FICA (.0765%) as additional taxable income added to their pay.  
Discussion - the percent should be (7.65% and not .0765%).  
FICA revised - All workers owe the total FICA tax (15.3%). Non-Minister of the Gospel workers – Peace pays the employer portion of FICA (7.65%)  
Minister of the Gospel workers (LCMS rostered workers) receive the employer portion of FICA (7.65%) as additional taxable income added to their pay.

Motion by Joe Zanon, second by Linda Stibbe, to approve the Compensation Policy along with the above changes as discussed, all ayes, motion carried.

Motion by Mark Reimer, second by Darrell McDougal, to extend the meeting 10 minutes, all ayes, motion carried.

8. SLT update-Jim Henning

The SLT hired a 3<sup>rd</sup> grade teacher, beginning in the 2021-2022 school year. The SLT Job Description was reviewed by the MMT. Revisions were made to the 4<sup>th</sup> and 5<sup>th</sup> bullet point under "Team Members" and they are now worded as follows:

- Members will be supportive of the school's purpose and vision but do not necessarily have to be parents of children enrolled at Peace.

- SLT membership may include individuals who are not members of Peace, but are Christian, actively involved in a Christian congregation, and are supportive of the mission, vision and values of Peace Lutheran Ministries. Peace members will comprise the majority of the SLT, which does not include the MMT representative. Exceptions need approval by the MMT.

Motion by Jessica Olson, second by Jim Henning to accept the revised SLT Job Description, all ayes, motion carried.

CLT update-Carlene Nagel

Carlene updated the MMT on recent CLT activity. Some of the items that the CLT has been working on are: baskets for teacher appreciation week, reviewing child care pricing, discussing a contract regarding the cost of tuition and building expansion updates.

9. BFIC update:

Pastor Dave and Mark Reimer gave an update on the Building project from the Construction Oversight Committee. The steel studs are going up and doors and windows are going in.

10. Announcements and upcoming events:

Peace is looking for money counter volunteers.

Commitment Weekend for offerings, April 24 & 25.

The next MMT meeting will be May 18, 2021. Devotion by Linda Stibbe.

11. Meeting Adjourned/Closing Prayer:

Motion by Joe Zanon, second by Darrell McDougal, to adjourn the meeting at 7:10 p.m., all ayes, motion carried.

Pastor Dave gave the closing prayer.

Respectfully Submitted,  
Carlene Nagel