







Fountain of Life
Board of Administration Minutes
Date: 1/19/2021
Time: 1830
F2F

TIME	SUBJECT FOR DISCUSSION					PRESENTER
	Roll Call:					
	Name	Role:	Present	Absent	Excused	
	Brian Andrews	Chair	X			
	Barry Beck	Vice Chair	X			
	Greg Rachuy	Pastor	X			
	Eve Broughton	Secretary	X			
	Paul Buelow	Treasurer	X			
	Roger Young	Member at Large	X			
	David Faulkner	Member at Large	X			
	Vern Hartz	Head Elder	X			
	Sonia Source	Accountant	X			
	Joy Karr	Business manager	X			
Call to order and Opening Prayer	Call to Order Prayer					Brian Andrews
Call to the Audience	Denise Page: Compiled a list if ideas for the Hoppe gift: Air conditioning, and assistant pastor, plans for future ministry, pay down the debt. BOA decided to publish a request in ripples for ideas (Dave to write)					
Minutes Approval	Minutes November 17 th : tabled Discussed voters assembly & Extended Voting – 1/3/21 to 1/10/21: group Tabled					

TIME	SUBJECT FOR DISCUSSION	PRESENTER
	<p>I. Record of E-mail votes</p> <p>a. Janitorial Services-Service Master Approved All bids were sent via e-mail (Joy) with recommendation and justification, all reviewed and final selection was discussed and approved unanimous vis – e-mail vote</p>	Joy Karr
Regular Business	<p>none</p> <p>II. Regular Business</p> <p>a. Discussion Special Donation – Paul collaborating to have Robert Lehnhardt speak to the board.</p> <p>b. Financial Review Committee: Discussion of Policy 2020-03</p> <div style="text-align: center;">   <p>FOL Separation of WS_Binary_Comparis Duties 12-18-20.pdf on_Separation of Duties</p> </div> <p>Separation of Duties Much discussion on this policy recommendation. From the discussion Sonia will summarize up our current process, will get that to Paul and they will evaluate how the current process mirrors the suggested policy. Report next meeting. Policy still under review.</p> <p>c. COVID – 19 response: Lois Manly e-mailed the board. -Church for the moment is not in session. Covid numbers in the community are at an all-time high. Church has done very well – this is just precautionary as the members are in the weaker and vulnerable group that is at high risk. Two members were diagnoses with Covid, no connection to church attendance for either. Streaming is going well</p>	<p>Paul Buelow:</p> <p>Eve Broughton</p>

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	<p>d. Budget 2021 Voting Results: Quorum attained 42 yeas 4 nays.</p> <p>III. Reports</p> <p>a. Treasurer; Policy Manual 4.6 – report accepted</p>  <p>Treasurer's Report_2021-01-19.d</p> <p>Review of preliminary budget: See attachment: We have a surplus for the year. Paul recommends that this be placed in the emergency fund. This will replace what we used in December to cover the retirement funding. Discussion that the mortgage is not dropping in the Ripples report as it should based on giving. Final budget should be ready by the end of the week. Sonia questions if last year's surplus was determined by the board on what to do with it, it is simply an asset? Once we have the finals then we can do an E-mail to vote on that and then determine at the same time what to do with the surplus.</p> <p>a. Executive Administrator</p>  <p>Executive Administrator's Report</p> <p>b. Pastor; Policy Manual 3.2.1 – Denise Page is now spear heading the prayer ministry. Membership: we have lost a couple who selected to change churches due to family, another couple returned to their home congregation.</p>	<p>Paul Buelow Motion: Brian Andrew Seconded Dave Faulkner Approved</p> <p>Paul Buelow</p> <p>Joy Karr</p> <p>Greg Rachuy</p>

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	<p data-bbox="512 233 562 293"></p> <p data-bbox="457 300 613 321">Pastor report.pdf</p> <p data-bbox="569 386 1598 467">c. Head Elder/Membership Update: Discussed closing of the church, one couple has resigned from the congressional elder group.</p> <p data-bbox="684 513 739 573"></p> <p data-bbox="615 579 816 630">Elders Report_2021_0119.doc</p> <p data-bbox="520 688 1234 724">IV. Mission Support: nothing new this month</p> <p data-bbox="520 751 1619 850">V. Freedom for Ministry: mortgage is dropping, will show on the final budget.</p> <p data-bbox="485 943 1570 979">VII. Implementation Special Committee Finance & Governance Policies</p> <p data-bbox="569 987 1297 1023">a. Policies 2020-01, 02, 04, 05 implementation -</p> <p data-bbox="569 1073 1619 1190">b. 1099 Forms, Cover Letter, and Accounting of Payments for various services sent to payees. Estimated IRS liability for failure to file \$60,149.33.</p> <p data-bbox="436 1243 1608 1401">IX. Future Agenda Items: Discussion on reconvening the 5-year planning group. This brought up the issue of the Hoppe gift. Robert Lehnhardt agreed to provide us education, and advise on investment. Paul will get this set up. Paul to set up a risk stratification. Vern/Robert.</p>	<p data-bbox="1654 456 1797 483">Vern Hartz</p> <p data-bbox="1654 675 1829 703">Dave Falkner</p> <p data-bbox="1654 748 1850 776">Brian Andrews</p> <p data-bbox="1654 930 1818 958">Paul Buelow</p> <p data-bbox="1654 1076 1766 1104">Joy Karr</p> <p data-bbox="1654 1260 1724 1287">Brian</p>

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New Business	<p>VIII. New Business</p> <p>a. Employee Handbook Changes: Joy would like to tackle a new handbook. Apparently, “Noah” wrote the current version. It is very old. Motion (Dave Faulkner) on the table to allow Joy to go forth to revise the handbook. Paul seconded. Unanimous vote to move forward.</p> <p>b. Synodical Convention is recommended to move the convention back one year. Motion: Recommend that we suggest the synod move the convention back a year, Dave seconded. Unanimous vote for year</p>	<p>Joy</p> <p>Greg</p>
Future Agenda Items	<p>X. Executive Session Meeting Minutes Approval: this is from the November meeting. This was actually incorporated into the approved November meeting w/o salary information.</p>	
Closing Prayer: Dave Faulkner – Devotion and Prayer		
ADJOURNMENT:		
Next Regular Meeting 02/16/2021 1830 F2F Church		

Eve L. Broughton, Secretary