





**Fountain of Life
Board of Administration Minutes
Date: 03/16/2021
Time: 18:30**

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 18:36 Prayer					Brian Andrews Dave Falkner
Call to the Audience	No guests today.					Brian Andrews
Approval of the minutes	(E-mail vote) 2021 November 17 Meeting Minutes- approved unanimously					
Record of Email Votes	Purchase of Routing Switcher – approved unanimously					

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Regular Business	<ul style="list-style-type: none"> a. Special Donation: Dave Falkner will compile the suggestions from the congregation as to how the allocations for the Hoppe Funds should be used for the tithe and for ministry b. Covid response: All services have resumed live worship. The outdoor worship services have been popular with members that are more comfortable in an outdoor setting. 	<p>Board discussion with Action Item.</p> <p>Brian Andrews</p>
Reports	<ul style="list-style-type: none"> a. Board vote to approve the January 2021 Treasurers Report as update February 15, 2021. b. Treasurer: See Summary: Hoppe Funds applied to mortgage principal. The new mortgage balance is \$684,740.82. \$100,000.00 was moved from the Vantage West Checking and split into two longer term Lutheran Church Extension Fund (LCEF) Certificates of Deposit: 2-year CD 1.75% and 4-year CD 2.25%. Reviewing the LCEF Journey Forward Fund. Re-financing and/or re-amortization of the church's mortgage is being investigated. Requirements of the Policy 2020-02 regarding donor solicitations and restricted gifts will require board action to establish approval for expenditures (Section 3.4. Standard Designations) from Restricted Fund accounts. These approvals are in addition to compliance with for expenditures governed by Policy 2020-05; procurement. Action Item: Pastor Rachuy to provide descriptions of the what each 	<p>Motion: Dave Falkner 2nd: Vern Hartz Approved unanimously Paul Buelow</p>

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	<p>restricted account had been established for. Dave Falkner will, as part of the Missional Support committee, convene a group to review the restricted funds and report back to the Board of Administration for establishment of the Standard Categories and approved expenditure of funds.</p> <p>The Board voted on the proposed action item.</p> <p> Statement of Financial Position.pdf</p> <p>c. Executive Administrator's report was deferred due until Joy Karr's return.</p> <p> Executive Director's Report March 2021.1</p> <p>d. Pastor report: See attached: Pastor will coordinate a survey of the congregation to more accurately compile the desires of the congregation with regard to the use(s) of the Hoppe Donation that has been allocated to the tithe and to ministry by the Board of Administration. The board voted on the proposed action item for the Hoppe Donation.</p> <p> Pastor's Report Redacted.pdf</p> <p>Board went into Executive Session at 7:45 pm. Executive Session Ended at 7:50 pm.</p> <p>Board should consider future direction of worship to be attractive to varied age groups. Activity is in process to start a Sunday inter-service children's ministry with a Vacation Bible Study type of evening program.</p>	<p>Pastor Rachuy</p> <p>Motion: Dave Falkner 2nd : Barry Beck Approved unanimously</p> <p>Motion: Dave Faulkner 2nd : Paul Buelow Approved unanimously</p>

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	<p>Online ministry is being enhanced with the taping of Pastor Palmer's Bible Study for release on youtube. Future livestreaming of Ministry will require investment in equipment and personnel.</p> <p>Pastor Rachuy's vacation days are planned for April 15-19 and June 11-26.</p> <p>Pastor Rachuy to reach out to new U of A Campus Ministry Pastor for fellowship with FOL. Alaska Mission trip is a potential for this summer.</p> <p>e. Head Elder/Membership Update: See attached. Vacancies in the ranks of the Congregational Elders have almost all been filled. There is still one vacancy to be filled.</p> <div data-bbox="604 621 659 678" style="text-align: center;">  </div> <p style="text-align: center;">2021_0316_Elders Report.docx</p> <p>f. Mission Support: Nothing to report</p> <p>g. Freedom for Ministry: No report as the item was updated in the Treasurer's Report.</p>	<p>Pastor Rachuy</p> <p>Vern Hartz</p> <p>Dave Faulkner Brian Andrews</p>
Special Committees- Finance and Governance	<p>a. Policies 2020-01, 02, 03, 04, and 05 are now approved. Implementation of these policies is in process.</p> <p>b. 1099 Forms and the letter to the IRS are nearly ready for filing. Brian Andrews will review the letter prior to it being sent. Sonia Source will finalize the 1099 forms.</p> <p>c. The amended Constitution and By-Laws have been finalized by the Special Committee-Governance. The process to distribute these to the congregation prior to scheduling two upcoming Voters Assemblies will be finalized in the coming days.</p>	<p>Brian Andrews</p> <p>Sonia Source</p> <p>Brian Andrews</p>
New Business	<p>a. Lutheran Church Extension Fund provided mortgage options for FOL to consider. Re-financing at a lower interest rate and re-amortization of the mortgage were discussed.</p>	<p>Paul Buelow Sonia Source</p>

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	<p>b. A request to purchase cymbals for the FOL drum set was presented. The cymbals now used by the church are the personal property of Vern Hartz. The purchase of cymbals for \$790.00 was voted upon.</p> <p>c. An item to consider a request by Haven Totes to install a greenhouse on the FOL Campus was tabled due to insufficient information about the request.</p>	<p>Brian Andrews Motion: Paul Buelow 2nd : Roger Young Approved unanimously</p>
Old Business	<p>a. One volunteer has been recruited for the Procurement Committee. One additional volunteer is needed. Vern Hartz is working to create a standardized form that will be used for procurement of goods and services by FOL in conformance with the procurement policy.</p> <p>b. Discussion of the FOL Personnel Manual was tabled until the business manager is available.</p>	<p>Brian Andrews</p>
Future Agenda Items	<p>a. Formation of a sub committee to organize descriptions and details of FOL restricted accounts.</p> <p>b. Board action to establish spending authority for Restricted Accounts 29300-29309 and 29401-29504.</p>	<p>Paul Buelow</p>
Closing Prayer:		Dave Falkner
ADJOURNMENT: 20:43		
Next Regular Meeting 04/20/2021 18:30		

Brian Andrews for Eve L. Broughton, Secretary

