

DRAFT
Our Savior Lutheran Ministries
Semi-Annual Voter's Meeting
Minutes for February 2, 2025

INTRODUCTION:

- A Semi-Annual Voters' Meeting of Our Savior Lutheran Ministries (OSLM) was held on Sunday, February 2, 2025, in the OSLM Sanctuary.
- A quorum was present as the members signed the attendance sheets.
- The meeting was called to order at 2:03 PM. Pastor Joe Robb opened the meeting with a prayer, and then Board of Directors (BoD) Chair Beth Goodell presented the agenda for the meeting.

GENERAL BUSINESS:

- The minutes of the previous regular Semi-Annual Voters' Assembly on June 2, 2024, were presented by Beth Goodell for approval as presented both via the OSLM website and at this meeting, and it was asked if there were any questions or comments. No questions or comments were given, so the minutes are approved as presented.

ENDOWMENT COMMITTEE MEMBER RATIFICATION

Beth Goodell presented the names of the current Endowment Committee of Karen Busse, Chair, Laurel Cleary, Diane Schildbach, Joe Ryno, and Jeff Walsh, and thanked them for their service. Joe Ryno has completed his service on the committee.

Beth requested that John Street be ratified for his first term on the Endowment Committee. Glenna Sandlis made a motion to ratify John Street to serve on the Endowment Committee; Joe Ryno seconded the motion, which **passed** by unanimous voice vote.

OSLM LAY VOTING DELEGATE RATIFICATION

Beth Goodell presented the selection of Don Young as OSLM's Lay Voting Delegate at the upcoming CNH District Convention, held May 15-17, 2025, in Sacramento, CA. Pastor Joe Robb is our Pastoral Voting Delegate. Don is on the CNH Board of Directors, so is already planning to attend the meeting.

Beth requested a motion to ratify Don Young as OSLM's Lay Voting Delegate. Bill Even made the motion; Jesse Yow seconded it, which **passed** by unanimous voice vote.

ELECTION OF CANDIDATES FOR BOARD OF DIRECTORS NOMINATING COMMITTEE

As BoD Vice Chair, Heather Crawford is chair of the Nominating Committee. Leland Tam will serve as the second BoD member on the Nominating Committee. Pastor Joe Robb serves as the ex-officio member of the committee. The Nominating Committee's responsibility will be to identify candidates for the Board at the June 2025 meeting. Heather indicated the need to elect two members at-large to serve on the Board of Directors Nominating Committee. Heather requested nominations from the floor. The following nominations were received:

- Charlie Frick nominated Norm Back, who said he would accept the nomination
- Dorcus Yow nominated Linda Futral, who was not present, but told Dorcus she would accept the nomination

With no further nominations or comments, Heather closed the nominations. Hether asked for a vote to accept the nominations of Norm Back and Linda Futral to the Nominating Committee. The Nominations **passed** by unanimous voice vote.

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FINANCIAL AND LOAN UPDATE

Don Young provided a ministry financial and loan update.

2024 FINANCIALS (JULY - DECEMBER)

Income	Actual	Budget	% to Budget
	Total \$ 3,491,167	\$3,080,250	113%
Largest Items:			
Church Giving	\$ 509,640	\$ 515,000	99%
School Tuition	\$ 2,071,474	\$ 2,073,500	100%
Preschool Tuition	\$ 333,019	\$ 336,000	99%
Expenses	Actual	Budget	% to Budget
	Total \$3,210,063	\$3,065,423	105%
Largest (non-Mortgage) Items:			
Salaries & Benefits	\$ 2,135,234	\$ 2,078,323	103%
Tuition Support	\$ 289,293	\$ 285,500	101%
Utilities & Facilities	\$ 220,977	\$ 199,150	111%
\$40K in expenses for converting a room into P.E. changing rooms will be reimbursed by PTO			
Operating Profit	\$281,104	\$ 14,827	

Notes:

2025-2026 school year tuition increases: 3.5% (TK - 5th); 5% (6th – 8th) and 4% (Preschool)

The 2025-2026 Budget Process will kick off in March.

The middle school tuition increase is because more electives are being offered, which is resulting in more retention of middle school students.

Due to Pat Guntrum's generosity, she established an Estate Gift of over \$300,000.00.

The Giving and Gift Policy states that when a gift is not designated to a specific fund, Pastor can present it to the Board of Directors for approval of how it will be utilized. Several projects are being considered, such as parking lot and playground repairs, refurbishment of the cross on the street side of the sanctuary building, mortgage consideration, ministry kitchen appliances, and funding the Capital Expense Fund that was not funded in the current budget. A Property Advisory Committee was developed to assist the staff in investigating the costs of these projects.

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CURRENT LOANS

Loan	Balance	Interest Rate	Monthly Payment	Notes
Current Loan A	\$11,459,206 [*]	5.5% ^{**}	\$55,000	
Current Loan B	\$ 617,454	0%	DC ^{***}	No payment required
Total	\$12,076,660		\$55,000 + DC	

^{*} Balance was \$11,696,228 when restructured in Feb. 2023 (principal down \$237,022)

^{**} Year 1 = 3.875%; projected to rise to 6.625% (monthly interest = \$63,265)

^{***} DC = Designated Contributions (\$51k in the past year; \$83k over past 2 years)

The goal was to have one loan by 2026; however, with the interest rate increases, this is no longer feasible. Pastor Robb and Don are regularly interacting with LCEF to reach a resolution.

DISCUSSING OPTIONS WITH LCEF

- Increase Loan A monthly to \$63,265 (preventing negative amortization) results in an additional \$99,180 annual budget allocation
- Restructure loans now vs. Feb. 2026 to prevent a significant increase in our monthly
 - Keeping payment at \$55,000 would result in Loan B increasing by \$2,869,629 (to prevent negative amortization)
 - LCEF is asking what are we comfortable increasing our payment to? They would use that to determine a new Loan A at the 6.625% and the remainder of existing Loan A is added to Loan B
 - \$57,500, results in Loan A = \$8,980,012 and Loan B increases \$2,479,194
 - \$60,000, results in Loan A = \$9,370,447 and Loan B increases \$2,088,759
- LCEF VPs meeting with Pastor and Don on March 3
- Any restructuring recommendation will require approval at a Voters' Meeting

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COST INCREASES TO BUDGET – CURRENT FY AND FUTURE FY

- Healthcare: budgeted for 6% increase as of 1/1/2025; actual 15%
(annual increase = **\$50K**; current FY = \$25K)
Looking to add a couple of options to offer employees.
- Pension: 1% increase/year in Employer contribution (was 8.7%) for 1/1/25, 1/1/26, and 1/1/27.
Annual impact = **\$33,000** (this FY = \$16,500) and growing due to salary increases.
- Mortgage Payments: Annual increase = **\$30K - \$60K** (per loan discussion)
- Salaries: 3% average increase (COLA) = **\$98K** annual increase
Over the last couple of years, salary targets have increased by an average of 5% - 6%, but current reviews have not yet started.
- Financial Review/Audit = **\$20K**
- HVAC replacements: failures starting to occur (Capital Expense Fund = **\$130K**)
- Inflation/Usage: utilities' actual cost for the first 6 months is up 10%; future??

TOTALS: \$231k/\$261k + inflation + ??

REVENUE INCREASES TO BUDGET – CURRENT AND NEXT FYS

- Tuition increase = \$191k. Enrollment increase is minimal at best
- Special Gifts: estate gifts
 - End of Life Planning/Giving Seminar
- Church Giving:
 - Budgeted for \$1,040,000 this year (tracking to 99% through the first 6 months)
 - Averaged \$995,000/year over the past 6 years (high/low delta only \$40k)
Being consistent in giving but growing
 - Capital Stewardship Campaign??

Don announced that he plans to retire on July 11, 2025, after six years of service. A salary overlap of 3.5 months is in the budget for a replacement to work with Don. We will begin advertising for the position to have someone in place by mid-March.

Joe Ryno asked a question regarding Loan B. If we add more to its balance, will it still be interest-free? Don confirmed that yes, it will remain interest-free! LCEF is a good partner for determining what we can afford above the current payment. How these loans are structured is up to their discretion.

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MINISTRY UPDATE

Pastor Robb provided a Ministry Update. (See Attachment #1)

He started by introducing the Senior Staff.

Sara Agee, Director of Christian Education

Jenny Cid, Vice-Principal

Julie Knight, School Principal

Pastor Joe Robb, Senior Pastor

Dr. Dave Rueter, Director of Discipleship

Karen Schroeder, Director of Music

Angela Westphal, Director of Communications and Marketing

Brittani Young, Preschool Director

Don Young, Executive Director

There are three things he focused on with the staff.

- Developing a Christ-like culture that focuses on loving, forgiving, welcoming, hospitable, trusting, a place where people feel safe, clear communication, and certainly striving for all that with the intent that this place should look different than the outside world.
- Focus on intentionality to see what we want to see happen in this Ministry.
- Focus on an intentional community called together-together, being unified as one Ministry with the three main arms of Preschool, School, and Church. They all overlap to support all areas of the different parts but one Ministry.

FIRST SIX MONTHS HIGHLIGHTS

- 221 - Average weekly worship attendance; up 8.1%
- Emphasis on Culture, Unity, and Community among staff
- Over 400 students in the Elementary and Middle School
- Over 100 students in the Preschool
- Campus Improvements
- Trainings about Salary and Benefits for employees (increased)
 - Educating the staff on all the benefits, such as Concordia Plans, with one-on-one sessions to understand the benefits of health plans and retirement pension plans.
- A growing number of school families connecting in worship
- Balanced budget year to date
- Transitioning backend church management system – Realm
 - Emphasize signing up for everyone to sign up
- In-services from Concordia Plans and on Policy-Based Governance
- Asynchronous Confirmation for students

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LOOKING AHEAD – NEXT SIX MONTHS

- Creating a roadmap for navigating rising costs and near capacity enrollment
 - School reenrollment is now open, with open enrollment beginning February 3
 - Increased costs for health and retirement benefits
 - Likely increase in Mortgage Rates on existing loans
 - Reevaluation of Strategic Ministry Plan and Goals
 - Launching more intentional discipleship opportunities
- The Rooted group began to meet people where they are in their spiritual lives.
- Continuing to transition to REALM and utilize more features
 - Preparing for additional campus improvements

Pastor Robb said he is so thankful for the Ministry and the incredible teams in place. He is thankful for those who decided to start a church 70 years ago and those who decided to start a school 60 years ago. He is looking forward to figuring out a good way to do another 70 years with the challenges and blessings in front of us.

OPPORTUNITIES TO SERVE

Pastor Robb provided areas for opportunities to serve. The Body of Christ works together with the different parts and talents of volunteers.

- Altar Guild
- AV – (slides, recording, sound)
- Care Support (including rides & meals as needed)
- Coffee Fellowship
- Event Hospitality
- Landscaping Maintenance Crew
- Sunday Scripture Readers
- Ushers for Worship
- Youth Events – VBS!
- You can sign-up for worship-related duties through your Realm account. Not connected on Realm yet? Contact Dave Reuter for assistance.
- Concordia Choir will be performing a concert and housing will be needed for the choir members

CLOSING REMARKS / PRAYER:

- Pastor Joe Robb offered a closing prayer.

ADJOURNMENT:

- Susan Contreras made a **motion** to adjourn the meeting. Marcos Contreras seconded the motion, and **passed** by unanimous voice vote, ending the meeting at 2:34 PM.

ATTACHMENTS:

- #1 – Pastor Robb's Ministry Update

Submitted by: Randy Hall, Secretary, February 2, 2025

Approved by Voters: XXX #, 2025