

River Valley Alliance Church
Governing Board Meeting Minutes
February 18, 2016

Present: Pastor Caleb Atkins, Mike Cederberg, Bruce Cochrane, Matt Colosky, Charlene Flint, Joe Haberkorn, Justin Roberts, Greg Schroeder, Ron Sokovich, Jeremy Walker, Pastor Dave Zimmermann.

Absent: Michael Golemi

The meeting was called to order at 6:32 by Ron Sokovich who will be running the Governing Board meetings for the time being. Ron Sokovich shared a devotion which came from sermon by Ray Pritchard on “doubt” taken from John 11:1-11.

A **motion** was made to elect Ron Sokovich as Vice Chairman. Second. Carried.

Previous Minutes: A **motion** was made to approve the January 21, 2015 minutes. Second. Motion carried.

Pastoral Reports: Pastor Zimmermann: A written report was submitted. Pastor Zimmermann has been working on and receiving input from various people on a RVAC Organizational Chart. This month the Elders had a first look at the RVAC Ministry Organizational Chart. This chart is meant to be a graphic display of how River Valley functions. This will be discussed more next month. Pastor Ken White will be presenting a Peacemaking Training Event on Saturday, April 23 from 8:00am to 3:00pm. This will be required for all Elders and Governing Board members, highly encouraged for all ministry leaders (and GB spouses), and open to all. This training is not only helpful for church concerns but all relationships in general. The Governing Board Position Job Descriptions are in the process of being written and will be available in the near future for review and editing. The Annual Report to the CMA about River Valley’s numerical accomplishments has been submitted. A weekly Wednesday morning staff meeting has been instituted. Each meeting is begun with a devotion, prayer, and then some sharing of where God has been at work at River Valley in the past week. Pastor Zimmermann and Pastor Atkins have spent time dividing up duties. Pastor Atkins will be leading a Bible Study or two, doing some visitations, and will be preaching once a month. Pastor Atkins: A written report was submitted. Pastor Atkins thanks everyone for prayers and support during his physical healing. He is nearly 100%. Six students joined Pastor Caleb and Liz for the district retreat at camp Forest Springs. These students heard from Zane Black, speaker and director of Dare2Share ministries. There was a recommitment to Christ’s mission as well as renewed fervor for reaching the lost. Pastor Caleb and Liz hosted 17 students for Super Bowl Sunday and plan to offer more opportunities for students to connect with one another in an informal atmosphere. The High School students are about to embark on an exciting journey through Song of Solomon, using Tommy Nelson’s S.O.S series to see God’s plan for love, relationships, and sexuality. Middle School students got the opportunity to join Awana for their annual skate night. Middle School students are currently learning more about their faith, why to share it with others, and how. Intergenerational Sunday School is going well. We are currently using Elexio for our main database for church. Teresa has transitioned into using Elexio exclusively for entering the sticky note information. We are moving closer to launching the portal and mobile parts of the database to the congregation. Pastor Atkins encouraged Governing Board members to log in. Will be working on launching it out further. The check-in feature will be launched first, then Nursery check in, then the website.

DMM (Disciple Making Ministries) Report: A written report was submitted. Michael Golemi reported on the adult and youth classes being held. The group continued to discuss the plan to remedy existing problems in the nursery and to encourage people to volunteer to serve in the nursery. A slide will be created and added to

the announcements on Sunday mornings to express the need to the congregation. Michael is looking at the nursery procedures and is joining Toni in implementing a training schedule for existing workers. Plans are in the works to take a Sunday and have it be about serving in general.

Deacon\Deaconess Report: A written report was submitted. Deposits of \$562.00 were made. Disbursements for January were \$0. The end-of-month balance for the Benevolent Fund is \$5,262.88. We began the process of assigning tasks and making the lines more clear for communication purposes. This continues to be a work in progress. It has been discussed to move toward a larger Deacon and Deaconess Committee in the future. The RVAC bylaws call for at least five Deacons and five Deaconesses serving. There was discussion regarding the advantages and disadvantages of enlarging Deacons/Deaconesses. The Deacons and Deaconesses do a tremendous amount of ministry. Each ministry needs to be evaluated.

Elder Report: A written report was submitted. Discipleship was discussed at their monthly meeting. The purpose of the church is to make disciples, based on Matthew 28: 18-20. There was discussion about the difference between “reaching people” vs. “making disciples”. Pastor Atkins will be leading a study in the months ahead for the Elders called “Leading the Discipleshift”.

Trustee Report: A written report was submitted. The issue of increased speed, especially under the carport was addressed. It was suggested that the first step should be an announcement by the Elder of the day, accompanied by a slide. Eighteen plastic 8’ tables have been ordered, costing \$1,457.82, to replace the heavier worn out ones. This was in the trustees’ budget for 2016. Maynard Carl Jr. attended the trustees’ meeting with ideas on where he feels the kitchen area needs improving. Any equipment purchased will be industrial. The trustees will take any ideas and see how they can be implemented to improve the kitchen area. The lower men’s bathroom is currently being updated. The wall paper has been removed; the walls patched, and will be repainted.

Finance Report: A written report was submitted. Loan balance as of January 29 is \$85,988.21. The loan rate is currently at 3.058%. January 2016 expenses exceeded revenues by over \$2,300. A **motion** was made to supplement the “86” payment by approximately \$3,956.46 to make the January mortgage payment. Second. Motion carried. The Governing Board and staff were reminded that compensation changes made by the Compensation Committee in November and approved by the GB in the budget process in December must be confirmed by the congregation at the Annual Meeting in January. Therefore, compensation changes will be made as soon as administratively possible following the Annual Meeting and retroactive to the first of the year.

A **motion** was made to accept all ministry area reports. Second. Motion carried. Each of the reports in their entirety is available in the church office upon request.

Old Business: CCLI: There was discussion on expanding the CCLI subscription to include a church video license. The cost would be \$230 per year for video protection. A **motion** was made that we accept CCLI video coverage for copyright protection for \$230 per year. Web Access to Sermons: Sermons are now being put on the website. All older sermons are gone. No authorization was given to remove older sermons. The person who has done this is unknown to the Governing Board. HR Committee: Questions regarding Flextime and Holiday pay for part-time employees as addressed in the Employee Handbook were addressed. Employees may work extra hours in advance to them taking off, which is flextime, not comp time. The time goes into the PTO bank. **Motion**: At the discretion of his or her supervisor, a full-time employee may work during a scheduled day off and accumulate flextime PTO. This time will accumulate in the employee’s PTO Bank with rules as above; no more than five days per year to a max of time (10) days in the PTO bank. Discussion. Pastor Zimmermann abstains. Second. Carried. Regarding holiday pay for part-time employees, **Motion**: If a holiday

falls on a day a part-time employee would normally work and the employee does not work, the employee will be paid for the hours normally worked on that day. Temporary employees will not be paid for not working on a holiday. Justin Roberts abstains. Discussion. Second. Carried. Historical Minutes and Essential Corporate Documents: The Treasurer is still completing digitizing the 2006 -2010 minutes. On completion, all previous minutes including 2015 will be kept on a flash drive in the church safe. The Governing Board will be notified upon completion.

New Business: Appointment of Missions Committee: A **motion** was made to approve Carmen Carothers, Heidi Hanus, Judy Vana, Sandy McLatchie, Jane Chen, Mike Cederberg, Mike Friedl for nomination to the Missions Committee. Second. Carried. The Governing Board was invited to Saturday brunch with presenters where discussion of vision and how to better integrate missions into our congregation will be held. Calendar Items: Each Governing Board member signed a Conflict of Interest Statement. The password and safe combinations have been changed, as is done annually. Records, files and keys have been collected from outgoing Governing Board members. The Treasurer has filed the annual report with the Wisconsin Dept. of Financial Institutions. Organizational Resolution for Authorized Persons: Organizational Resolution for Authorized Persons was signed by the church officers. A **motion** was made to accept the Organizational Resolution for Authorized Persons as signed. Second. Motion carried. Adjustment to Budget: The congregation approved the budget as presented at the Annual Meeting knowing compensation will be different given the resignation of Pastor Zimbelman. The Governing Board will assess staffing needs throughout the year. **Motion**: Following the Compensation Committee's decision and budget approval at the Annual Meeting, the Treasurer will inform RVAC's payroll service of approved staff compensation changes. Consequently all salary and wage changes will be made retroactively to the first of the year following the annual meeting and will be effective for one year. Second. Carried.

Parsonage: 8:02 **Motion** was made to go into Executive Session for discussion of a severance package and the parsonage. Second. Carried. Pastors Zimmermann and Atkins are excused. A **motion** was made to come out of executive session. Second. Carried. In Executive Session a **motion** was made that Zimbelmans will be told to move out of the parsonage by March 31. Discussion. Motion failed. A **motion** was made that Zimbelmans will be told to move out of the parsonage no later than April 2. Second. Carried. A **motion** was made to give the Zimbelmans \$1,200 and help with loading, packing and moving. Second. Carried.

Call of Lead Pastor. A letter was read from Jeff Brown regarding procedures of pastoral search. Constitution and bylaws do not require a nominating committee to be set up. **Motion** that we call David Zimmermann to be our next Lead Pastor. Second. Discussion. Motion carried.

Motion to adjourn. Second. Carried.

The minutes contained in this report pend final approval by the Governing Board at the next formal meeting.

Charlene Flint
RVAC Governing Board Secretary