

River Valley Alliance Church
Governing Board Meeting Minutes
May 20, 2021

Present: Dominic Alvarez, Jason Culotta, Todd Grady, Matt Keever, Chris Mertens, Greg Schroeder, Ray Werth, Colleen Kluber Pastor Dave Zimmermann

Absent: Caleb Atkins, Justin Roberts, Don Vehlow

Guests: Robin Walker, Jen Roberts

The meeting was called to order at **6:30 p.m.**

Ray Werth opened the meeting with a devotional and prayer.

Previous Minutes:

MOTION: To approve minutes from the regular April 2021 Governing Board meeting

MOVED BY: Chris Mertens

SECOND: Matt Keever

PASSED

Reports:

Disciple making Ministries Report:

Children:

A written report was submitted. Discovery Land attendance has remained stable averaging 35-45 students each Sunday. Discovery Land will continue through June. The Awana-At-Home has finished for the 20-21 year. The Spring Fling event had 50 students attend to enjoy the activities and pick up the prizes awarded for the progress that they made in their Awana books this year.

Youth Group:

Youth group will finish up May 23, 2021. Students will finish the book of Ruth. They are currently studying a session on Right Now Media featuring Francis Chan. Attendance has been: MS- 5 students, HS- 10-12 students. They are ready to transition to the new Youth Pastor.

Senior Pastoral Report:

A written report was submitted by Pastor Zimmermann. An attendance graph was submitted. Attendance has been remaining steady. Pastor Zimmermann noted that at the Sunday May 16th service an Elder questioned whether leadership should wear masks. The board agreed that the current understanding of "prayerful consideration of mask wearing" would continue. Pastor Zimmermann is currently preaching the series "Courageous Faith" which will continue through the end of June. He then will be starting a series called "We Believe" for the remainder of the summer. It was noted that the new Youth Pastor, Logan Esposito and his brother Tyler have found housing in Watertown. They will be moving in June 15, 2021. One or both of them will be staying at the parsonage from June 5-15, 2021. His brother is currently looking for a job in the Watertown area. Pastor Zimmerman reported that Brian Gerike will be resigning as the Lead Worship Leader as of September 1, 2021 due to job and family commitments. Pastor

Zimmermann is requesting that a part-time position of a Worship Director be created per the current job description. The tasks for this position are increasing. It was reported that the preparations of Robin Walker and Logan Esposito's office space are continuing. They are awaiting delivery of two replacement parts for the desk that arrived damaged. It was reported that the Handbook Committee made one revision to the Job Descriptions section. They added a "Ministerial Exception" variation to each job description that will need to be approved by the Governing Board. It was reported that there have been exciting opportunities being uncovered about a daycare at River Valley. Prayer has opened many doors regarding the possibility of this ministry. The first step will be the formation of a Daycare Feasibility Team with members selected by Pastor Zimmermann. Pastor Zimmermann has started making connections with key people from Jefferson County and Day Care management companies. It was reported that Pastor Zimmermann has been speaking with a Marketing Representative, familiar with the Watertown area, about how to help River Valley grow. Pastor Zimmermann reported that his Supervision Coaching began on April 7, 2021. It was reported that the reception of new members has been delayed until June 13, 2021. There are 14 new members pending elder interviews. It was reported that Pastor Zimmermann, Nancy and Logan will be attending the CMA Council Meeting in Nashville from Monday May 31, 2021 through June 4, 2021. It was noted that Sunday School classes are wrapping up and Pastor Zimmerman is currently checking with someone to run a new class. It was proposed during the Governing Board meeting to have a video series and have an Elder or a Governing Board member facilitate the class. There are 3 Funerals/Memorial Services scheduled for May/June 2021. During the meeting, Pastor Zimmermann gave an update regarding the health of Caleb Atkins. He is continuing to seek medical treatment, but his health status is currently unchanged.

Matt Keever prayed for the ministry team.

Global and Local Missions Report:

Local Missions:

A written report was submitted by Justin Roberts prior to the meeting. Justin Roberts was absent from the Governing Board meeting. It was reported that Safe Families is starting to open up with their first intake of families and a new director has been hired. There are currently two families at Cornerstone of Grace and there is a 3rd family being interviewed. The Local Missions Fund balance through April 2021 is \$665.00 specifically earmarked for the "Food to Grow" ministry.

International Missions (IMPACTS):

A written report was submitted by Justin Roberts. The first Missions Committee meeting was held on May 11, 2021. The purpose of the meeting was to introduce the members to the mission of the committee. Monthly meetings are scheduled for the 2nd Tuesday of each month. The GCF Funds to date are \$13,255.19.

Elder Report:

A written report was submitted by Chris Mertens. An Elder meeting was held May 13, 2021. At the meeting, each Elder updated the team from their respective ministries. It was shared that the member list was reviewed. There are currently 4 volunteers for the sound booth. They also updated the list of action items to be completed in 2021. There were new member interviews that took place on May 17, 2021 and May 18, 2021.

Service and Benevolence Report:

A written report was submitted prior to the meeting. Don Vehlow was absent from the Governing Board meeting. The checking balance as of April 20, 2021 was \$20,204.91. The amount of giving for March 2021 was \$2,455.00 and the amount of disbursements for March 2021 was \$1,950.00. The disbursements were for rent and a van purchase. Don reported that there was a rise in requests in May 2021.

Trustee Report:

A written report was submitted by Todd Grady. The Trustees met on May 6, 2021. It was reported that Joe has completed the window opening for the music room and it is ready for glass. There was a bid approved for the work to begin. It was reported that a quote is being sought to fix the concrete stoop outside the sanctuary. It was also reported that discussion was held about which flowers will be purchased for the flower beds this year. There may be a call to "adopt a flower bed" in the future. Todd reported at the meeting that the schedule for the parking lot has been pushed back for two days due to equipment delays and new knowledge of base gravel integrity under the current blacktop. Demolition started May 12, 2021. The previous estimate was based on only 20% of the base needing to be replaced. The latest estimate is showing that 70% of the base needs to be replaced. The current gravel under the blacktop is not suitable to pave over. Additional cost of \$102,716.00 is being estimated. Another option is installing a membrane using a geo grid. The estimated cost for this option is \$57, 716.00. The original cost was \$118,000.00. Discussion of the options was had among the Governing Board.

Employee Handbook Committee:

A written report was submitted by Greg Schroeder. It was reported that language has been reviewed and tightened up in some sections. Some items were rendered, and forms updated. There will be one or two additional meetings to finish up review and edits. It was reported that upon completion, the Employee Handbook and Appendix will be given to Justin Roberts to format.

Finance Report:

A written report was submitted by Matt Kever. It was reported that as of as of April 30, 2021, statement balances were: Checking \$201,015.00; Credit Card Debt \$6,703.00. There was an increase of \$2,875 of credit card debt. Matt reported that the increase of credit card debt was due to the purchase of office furniture for Robin Walker and Logan Esposito's office space. Revenue exceeded expenses by \$37,827.00. The Build the Future Fund balance as of March 31, 2021 was \$212,678.00.

Treasurer's Report:

A written report was submitted by Jason Culotta. It was reported that River Valley's financial picture continues to be healthy. The \$20,000 BtF transfer approved in January shows up as a large facility expense. Including that, total expenses are still 2% under budget. Without it, expenditures would be 13% under budget. The continued strong income and low expenses yielded 10% above budget (21% excluding

the BtF transfer). The completion of the driveway will cost a bit more than planned due to the need for additional subgrade aggregate; the church maintains sufficient reserves to address those expenses.

Monthly Calendar:

Greg Schroeder reviewed the events on the Governing Board monthly calendar for April, May, June 2021

Reports:

MOTION: To approve reports from leaders.

MOVED BY: Greg Schroeder

SECOND: Jason Culotta

PASSED

All reports are available in their entirety in the church office, upon request.

Dom Alvarez prayed for ministry leaders and the reports that were given.

Old Business:

River Valley church building emergency exit maps- Todd Grady reported that the new emergency maps are not completed yet.

New Business:

MOTION: To approve the revised staff Job Descriptions as amended by the Handbook Committee

MOVED BY: Dom Alvarez

SECOND: Greg Schroeder

PASSED

MOTION: To update the River Valley's Constitution and Bylaws with the new Christian Community Policy

MOVED BY: Greg Schroeder

SECOND: Matt Keever

PASSED

MOTION: To approve the creation of a part time position of Worship Director as described in the Job Description

MOVED BY: Chris Mertens

SECOND: Ray Werth

PASSED

MOTION: To approve the formation of a Daycare Feasibility Team with members to be selected by the Senior Pastor

MOVED BY: Greg Schroeder

SECOND: Chris Mertens

PASSED

MOTION: Move June 2021 Governing Board meeting to Wednesday June 16, 2021 at 6:30 pm.

MOVED BY: Jason Culotta

SECOND: Greg Schroeder
PASSED

MOTION: To approve the estimate from Wolf paving not to exceed the amount of 105,000.00 to fund the supplementary base improvement to the parking lot.

MOVED BY: Jason Culotta

SECOND: Greg Schroeder

PASSED

MOTION: To transfer \$20,000.00 from the general fund to the BtF account.

MOVED BY: Jason Culotta

SECOND: Matt Keever

PASSED

Items for Future Discussion:

Pandemic Policy

Donation Acceptance Policy

Exit Maps

All Church Picnic

MOTION: Move into Compensation Committee session

MOVED BY: Jason Culotta

SECOND: Ray Werth

PASSED

The Governing Board went into closed Compensation Committee session at 8:24pm.

MOTION: To return to Governing Board session

MOVED BY: Greg Schroeder

SECOND: Chris Mertens

PASSED

The Governing Board reconvened at 8:31pm.

MOTION: Approve the report of the compensation committee.

MOVED BY: Greg Schroeder

SECOND: Matt Keever

PASSED

Meeting Adjournment:

MOTION: To adjourn the Governing Board meeting

MOVED BY: Dom Alvarez

SECOND: Jason Culotta

PASSED

Chris Mertens closed the meeting in prayer.

The next meeting will be **June 16, 2021 at 6:30 p.m.**

Respectfully submitted and in service to the Lord,

Colleen Kluber
Governing Board Secretary
River Valley Alliance Church