

River Valley Alliance Church  
Governing Board Meeting Minutes  
June 16, 2021

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

**Absent:** Caleb Atkins

**Guests:** Robin Walker, Jen Roberts

The meeting was called to order at 7:00 p.m.

Matt Keever opened the meeting with a devotional and prayer.

**Previous Minutes:**

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

**MOVED BY:** Jason Culotta

**SECOND:** Matt Keever

**PASSED**

**Reports:**

**Disciple making Ministries Report:**

**Children:**

A written report was submitted by Robin Walker. Discovery Land will continue through June 2021. Her focus will be building the teaching staff and training teams. Robin will be reaching out to people who have not worked in children's ministry in the past. The goal will be to get back to the old model of Discovery Land for the fall. Robin will be spending the summer rebuilding the Awana program. There are also two "To-Do" items for the summer: the kid's library will be moved into the multi-purpose room and new tables are being researched for the preschool/kindergarten classrooms.

**Youth Group:** A written report was submitted by Pastor Logan. He stated that he would like to see Youth Group an active part of River Valley throughout the year, including the summer. As Pastor Logan gets started, his focus will be on building relationships, setting up summer programs and outreach to potential youth group members. Some upcoming events are: cookout/yard games, movie night, Lake day, pool time/bonfire and ice cream social

**Senior Pastoral Report:**

A written report was submitted by Pastor Zimmermann. It was reported that attendance is down 30-50 people since June 2019. There have been consistently 40 views online. Pastor Zimmerman has requested that the entire office have off on Mondays. Currently, it is difficult to get work done when one or more staff people are out of the office throughout the week. With having the office open Tuesday to Friday, the entire staff will be in the office for at least a portion of the hours. This new schedule will start on June 21, 2021 and will be announced to the congregation on June 20, 2021. The practice will be reviewed in August 2021. It was reported that Nancy and Pastor Zimmermann got to spend some quality time getting to know Pastor Logan while in Nashville for The Alliance General Council meeting. He is onboarding very well. He

and his brother moved into their new apartment. Pastor Zimmermann and Logan have reviewed the employee handbook and Logan has attended his first Ministry Team meeting. Pastor Logan will preach for the first time on July 11, 2021. Pastor Zimmerman reported that Pastor Caleb is improving slowly. Pastor Caleb is currently exploring further treatment options. It was also reported that the part time worship director position has been listed on a national church staffing website. However, there have not been any inquiries yet. It was reported that there will be an 8:00am and 9:30am service on July 4, 2021. Pastor Zimmermann noted that he has approached three people that are extremely excited about being on the feasibility team for the proposed day care. Pastor Zimmermann is still waiting to hear back from the representative from Lionheart Children's Academies to move forward with meeting with the feasibility committee. It was reported that there are 15 new members to River Valley and there are two memorial services scheduled for the month of June. Pastor Zimmermann has requested vacation from July 5-16, 2021. He also requested that the elder meeting be moved to July 22, 2021, and the Governing Board meeting be moved to July 22, 2021.

Dominic Alvarez prayed for the ministry team.

#### **Global and Local Missions Report:**

##### Local Missions:

No report given.

##### International Missions (IMPACTS):

A written report was not submitted. A verbal report was given by Justin Roberts. He reported that donating to the Great Commission Fund (GCF) is changing. He reported that more information will be coming out about this.

#### **Elder Report:**

A written report was not submitted. A verbal report was given by Chris Mertens. The Elders met prior to this month's governing board meeting. It was reported that Rebekka Culotta will be coordinating ushers and greeters. The elders continue their work on updating the church membership list.

#### **Service and Benevolence Report:**

A written report was submitted by Don Vehlow. The checking balance as of May 28, 2021, was \$21,844.91. The amount of giving for April 2021 was \$2,540.00 and the amount of disbursements for May 2021 was \$900.00. The disbursement was for a stay at Cornerstone of Grace. There will be two additional disbursements of \$2695.00 (roof repair) and \$1,700.00 (floor repair) but they will not be paid out until the work is done. Don reported there was a funeral in May that Cheryl Atkins coordinated. Currently investigating new communion cups/bread combo packs. The initial order will be 300 pcs.

#### **Trustee Report:**

A written report was submitted by Todd Grady. The Trustees met on June 1, 2021. The committee discussed that the parking lot should be finished on June 11, 2021. Additional items discussed were that there were two building use requests were approved, River Valley church evacuation maps will be created this winter and all the flower beds have been adopted. The committee discussed the repair of the

sidewalk and a water leak in the men's bathroom. Fire Department walk through on 6/17/21. End of the month parsonage roof.

**Employee Handbook Committee:**

A written report was submitted. A verbal report was given by Greg Schroeder. He reported that the handbook is complete and will be voted on at tonight's governing board meeting. He reported that it is exhaustive, and he thanked each employee handbook committee member for their input and assistance. Justin is completing the formatting. Justin requested being able to format the fonts and links, so things are modernized and easy to navigate.

**Finance Report:**

A written report was submitted by Matt Kever. It was reported that as of as of May 31, 2021, statement balances were: Checking \$189,112; Credit Card balance was \$4,508 (5/13/21). There was a decrease of \$2,195 of credit card balance. Deposits totaled \$46,559 while expenses were \$58,463. Expenses exceeded revenue by \$11,904.00 due to the governing board approval of \$20,000 being moved into the Build the Future Fund. The Build the Future Fund balance as of May 31, 2021, was \$233,340.00.

**Treasurer's Report:**

A written report was submitted by Jason Culotta. It was reported that River Valley's financial picture continues to be healthy, driven by strong traditional giving. Including the \$20,000 BtF transfer approved in January and another \$20,000 transfer in May as major facility expenses, total expenses are 4% over budget. Without those, expenditures would be 13% under budget. The continued strong income and low expenses yielded 9.5% above budget (27% excluding BtF transfers). The completing the driveway cost more than planned yet the Lord provided fully for the need without impacting River Valley ministries.

Discussion was held about a short-term disability plan for River Valley employees after a 90-day absence. Greg Schroeder asked the governing board to pray about how to handle this when an employee is not able to return to work after 90 days.

Ray Werth prayed for the governing board and this decision to approve a possible short-term disability plan.

**Monthly Calendar:**

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

**Reports:**

**MOTION:** To approve reports from leaders.

**Moved BY:** Dominic Alvarez

**SECOND:** Jason Culotta

**PASSED**

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

Chris Mertens prayed for ministry leaders and the reports that were given.

**Old Business:**

Pandemic Policy

Donation Acceptance Policy-

All Church Picnic August 8, 2021, Cheryl Atkins- food, Brian worship, Joy Task Force-activities, 10am service

**New Business:**

**MOTION:** To approve the Employee Handbook provided by the handbook committee as written

**MOVED BY:** Greg Schroder

**SECOND:** Matt Keever

**PASSED**

**MOTION:** To allocate \$1,000 to the BtF fund

**MOVED BY:** Jason Culotta

**SECOND:** Don Vehlow

**AMENDED**

**AMENDED MOTION:** Raise allocation amount from \$1,000 to \$2,500 to the BtF fund

**MOVED BY:** Greg Schroeder

**SECOND:** Don Vehlow

**PASSED**

**Items for Future Discussion:**

Website update proposal

Commissioning pandemic policy

Review closing office on Monday- September governing board meeting

**Meeting Adjournment:**

**MOTION:** To adjourn the Governing Board meeting

**MOVED BY:** Greg Schroeder

**SECOND:** Jason Culotta

**PASSED**

Jason Culotta closed the meeting in prayer.

The next meeting will be **July 22, 2021, 7:00 p.m.**

Respectfully submitted and in service to the Lord,

Colleen Kluber

Governing Board Secretary

River Valley Alliance Church