

River Valley Alliance Church
Governing Board Meeting Minutes
July 22, 2021

Present: Dominic Alvarez, Jason Culotta, Todd Grady, Matt Kever, 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 **7:05 p.m.**

Dominic Alvarez opened the meeting with a devotional and prayer.

Previous Minutes:

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

MOVED BY: Jason Culotta

SECOND: Chris Mertens

PASSED

Reports:

Disciple making Ministries Report:

Children:

A written report was submitted by Robin Walker. It was reported that the classrooms are being prepared for a regular Discovery Land model in the fall. New tables have been ordered for the preschool and kindergarten room. Teachers and assistants are still being sought but teachers have been found for most of the age groups. Awana is developing for the fall. A leader meeting was held last week, and new volunteers are continually being found. Promise Erickson may be heading up an Awana Puggle group (age 2-3) if an adult volunteer can be found to oversee it. The price for Awana is also being reviewed. Currently, there is a charge of \$40/child (uniform extra). Robin is proposing that the charge be reduced to \$20/child and have River Valley pick up the difference. With an estimated number of 50 students in the program, the proposed amount of cost to River Valley would be \$1,000

Youth Group: A written report was submitted by Pastor Logan. It was reported that Pastor Logan has connected with approximately 25 students since starting at River Valley. There have been several events, with good turn outs of students, so far this summer. Pastor Logan shared that he is in the process of finding volunteers for future events. His goal is to have at least 6 volunteers by the fall kickoff. He would like 3 for middle school and 3 for high school. Pastor Logan will be going to the Northern Pines camp to learn about their mission and learn what place it holds in the future for youth group.

Senior Pastoral Report:

A written report was submitted by Pastor Zimmermann. It was reported that the new office hours have been working well and no concerns have been expressed from the congregation. It was shared that the Alliance Statement of Faith sermons have been getting a positive response. Unfortunately, there have not been any applicants for the part time Worship Director position. It was reported that Brian Gerike and Betsy will not be leading worship during the months of September and October. Pastor Zimmermann will

be looking for a current leader to fill in during that time. It was reported that Lionheart Children's Academies did not get back to Pastor Zimmermann, so he is moving on to other resources. He contacted Watertown Health Foundation to determine next steps. A Feasibility Study Committee has been formed with Joe Kluber, Chris Enockson, Carol Edwards, Sherry Errickson, Erin Keever and Michele Altman. This committee will be working with Wisconsin Early Childhood Association (WECA) on this. Pastor Zimmermann would like the River Valley to staff, Elders and Governing Board to participate in Leadership Training from the Western Great Lakes District. The first step of the process is to take the Strength Deployment Inventory (SDI). Doug Jerred will then meet with the team (RV staff, Elders, GB) to discuss results of the inventory on Thursday August 12, 2021 from 6-9pm. Pastor Zimmermann recommended that the Elders and GB meeting be "stacked" on August 19, 2021. The Elders would meet at 6pm and the Governing Board would meet at 7pm. It was requested that Ben Hait look at the River Valley website to improve the format and make it more approachable for people looking for a church home. There was a proposal presented to the Governing Board.

Chris Mertens prayed for the ministry team.

Global and Local Missions Report:

Local Missions:

A written report was submitted by Justin Roberts. It was reported that the balance for the Local Missions fund through June 2021 is \$1,060.00. It was noted that there is a carry over amount of \$541.22 from 2020 for the Supporting Our Students mission.

International Missions (IMPACTS):

A written report was submitted by Justin Roberts. It was reported that a Missions Committee meeting was held Tuesday July 13, 2021. The team discussed how to start advertising mission again at River Valley. The discussion included using the World map in the Connection Center to highlight mission and missionaries. They are investigating using LED lighting on the World map. Great Commission Fund (GCF) balance through June 2021 is \$21,711.69. The average amount donated per month is \$3,600.00.

Elder Report:

A verbal report was given by Chris Mertens due to the Elder meeting taking place directly before the Governing Board meeting. It was reported that Chris and Amy Mertens will volunteer to fill in to coordinate worship activities until a new Worship Director is hired.

Service and Benevolence Report:

A written report was submitted by Don Vehlow. The checking balance as of June 30, 2021, was \$22,191.56. May giving was \$4,908.00. June disbursements were \$4,561.35. Disbursements were for supplies for a new apartment, Haus of Peace scholarship, DMV & car insurance for Cornerstone of Grace and a roof repair for a River Valley member. It was reported that requests for help from the community have increased over the last couple months. The group continues to consider the requests and pray for guidance on their support of the community needs with this ministry. Pastor Zimmermann suggested that they get on the agenda for Window on Watertown. The committee is asking that Governing Board members and others sign up for helping with church picnic.

Trustee Report:

A written report was submitted by Todd Grady. The Trustees met on July 12, 2021. It was reported that the parsonage re-roofing has been completed. A building request was approved for the Christian Homeschool Organization of Watertown to use the River Valley building twice monthly. The committee also discussed the following items: carpet divot in hallway in front of sanctuary, flower bed mulch and tree trimming, concrete stoops outside of all purpose room, sanctuary air handler drains, River Valley Church mailbox and kitchen molding toe board reattachment.

Employee Handbook Committee:

A verbal report was given by Greg Schroeder. Justin Roberts has completed the reformatting. It was recommended that a new Handbook Committee be formed to address items that have recently come to light.

Finance Report:

A written report was submitted by Matt Kever. It was reported that as of as of June 30, 2021, statement balances were: Checking \$205,372; Credit Card balance was \$5,005 (6/13/21). There was an increase of \$497 credit card balance. Deposits totaled \$59,395 while expenses were \$43,134. Expenses exceeded revenue by \$16,260. The Build the Future Fund (BtF) balance as of June 30, 2021, was \$236,407. \$482 was moved to the BtF fund from donations. \$2,500 was moved to the BtF as approved by the GB. There were two unusual expenditures over \$400 totaling \$888.28. This was for church logo pens and for 9 square sports equipment for student ministries and other church events.

Treasurer's Report:

A written report was submitted by Jason Culotta. It was reported that River Valley's financial picture continues to be healthy. Including \$40,000 in two Build the Future (BtF) transfers approved in January and May, total expenses remain 4% over budget. Without those, expenditures would be 10% under budget. The continued strong income and low expenses yielded 7% over budget (22% excluding the BtF transfers)

Monthly Calendar:

Greg Schroeder reviewed the events on the Governing Board monthly calendar for June, July, August 2021. In July, the employee handbook update was completed. It was noted that the reviewed and updated employee handbook must be voted on at the August Governing Board meeting. The tasks to be done in August 2021 were reviewed.

Reports:

MOTION: To approve reports from leaders

MOVED BY: Justin Roberts

SECOND: Dominic Alvarez

PASSED

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

Matt Kever prayed for ministry leaders and the reports that were given.

Old Business:

Pandemic Policy- delayed until website gets updated

Donation Acceptance Policy-

MOTION: To hire Ben Hait to update the format of the website at a cost not to exceed \$1,500

MOVED BY: Dominic Alvarez

SECOND: Ray Werth

PASSED

New Business:

MOTION: To approve a new Employee Handbook committee to address the following issues:

1. Reorder of sections
2. Physician diagnosis for approval of church paid short-term disability
3. RVAC prescription for an employee who is disabled without long-term disability
4. Employee bonuses

MOVED BY: Greg Schroeder

SECOND: Don Vehlow

PASSED

AMENDED MOTION- Add names of New Employee Handbook Committee members to motion

MOVED BY: Greg Schroeder

SECOND: Justin Roberts

New Employee Handbook Committee

Dave Zimmermann

Justin Roberts

Rebekka Culotta

Diane Frahley

PASSED

MOTION: To amend the Employee Handbook to require an employee to certify his or her disability with a statement from his or her primary care physician's recommending a cessation from work and the anticipated length of disability

If the employee's disability persists beyond thirty days, the employee will provide a physician's reconfirmation of continued disability by the 45 th day

A River Valley employee receiving short-term disability income may not maintain or acquire separate employment compensation from any other employment without the consent of Governing Board

MOVED BY: Greg Schroeder

SECOND: Matt Kever

PASSED

MOTION: To develop a more robust job description for full time Director/Pastor of Worship, to authorize the formation of a search committee, and have the finance team develop a compensation package by August GB meeting.

MOVED BY: Chris Mertens

SECOND: Justin Roberts

PASSED

MOTION: To approve spending \$800.00 for the Staff, Elders and Governing Board to take the Strength Deployment Inventory (SDI)

MOVED BY: Colleen Kluber

SECOND: Don Vehlow

PASSED

MOTION: To allow those with conflict of interest to vote in Awana motion since GB has been made aware of conflict

GB members with conflict of interest-Chris Mertens, Jason Culotta, Dominic Alvarez, Matt Keever

MOVED BY: Greg Schroeder

SECOND: Don Vehlow

PASSED

MOTION: To set the RVAC 2021-22 Awana registration fees at \$20 per child and \$10 for each uniform

MOVED BY: Jason Culotta

SECOND: Ray Werth

PASSED

Items for Future Discussion:

Commissioning pandemic policy

Donation Acceptance Policy

Review closing office on Monday- September governing board meeting

Meeting Adjournment:

MOTION: To adjourn the Governing Board meeting

MOVED BY: Jason Culotta

SECOND: Greg Schroeder

PASSED

The meeting adjourned at **8:45 pm**

Colleen Kluber closed the meeting in prayer.

The GB, Elders and RV staff will meet **August 12th 6-9 pm** for Leadership Training and to review SDI results.

The next Elder meeting will be **August 19, 2021 at 6:00pm**

The next Governing Board meeting will be **August 19, 2021 at 7:00pm**

Respectfully submitted and in service to the Lord,

Colleen Kluber
Governing Board Secretary
River Valley Alliance Church