

**Divine Redeemer  
Board of Directors Meeting  
September 18th, 2023**

Members Present:

Dennis Gehrke, Ken Saydel, Rob Chandler, Chelsea Chandler, Gary Peppel, Jason Hynes, Tracy Holt, Pastor Seth Flick

Members Absent: Mark Bahr, Tim Timmerman, Kyle Hanson, Janet Bahr

Invited Guests: Pastor Adam Wolfe

1. Call to order: Dennis Gehrke Time: 6:06 PM
2. Faith Exploration (Dennis Gehrke) “A Taste of Life”
3. The minutes from August 21st, 2023, meeting was approved.
  - Motion made by Tracy Holt to remove first two bullet points under #11 and replace with “Discuss Tim Timmermans conversation with the DOT and its impact on the ECDC project.”
  - Motion to approve: Tracy Holt
  - Seconded: Jason Hynes
  - Motion passed.
  
  - Motion made by Tracy Holt to change verbiage in section 3 to read “to pause the construction of the ECDC until the time that a full feasibility study and master campus plan can be completed.”
  - Motion to approve: Ken Saydel
  - Seconded: Jason Hynes
  - Motion passed.
  
  - Motion made by Ken Saydel to approve the August minutes.
  - Motion seconded by Tracy Holt
  - Motion passed.
4. CFO Report (Written Report: CFO Kyle Hanson not present)
  - Church Offerings \$132k vs. \$137k Plan vs. Prior Year \$142k
  - OPERATING DEFICIT (excludes Restricted) (\$14k) vs. Planned DEFICIT (\$35k)
  - Other Income on Tax Credit \$46k
  - Restricted Revenue \$129k primarily on ECDC Campaign
  - NET SURPLUS \$206k vs. Budgeted Deficit of (\$94k) with ongoing delays in Loft invoice

- Cash Unrestricted \$467k vs. \$630k Prior Year with shift to investments
- Investments-Operating \$583k vs. None-Prior Year
- Cash Restricted \$556k vs. \$398k Prior Year
- Investments-Restricted \$2,294k includes Endowment \$466k and Other Restricted \$1,828k

5. COO Report (Written Report: COO Renee Kandler not present)

- Created and managed the prioritized list of daily tasks with Director of Maintenance and Contractors (highlights)
- Making sure gas tanks are full for the lawn mowers.
- Lights and ballasts identified and replaced all are working at lite at this moment.
- Milwaukee Plate Glass came out to fix the glass door between the church and fellowship hall, the replacement part is still on backorder.
- Oven hood installation done.
- Coordinated extra cleaning after the completion of the new classrooms.
- Preschool west door it is not closing correctly and getting old door has not come in yet.
- Touch up painting all classrooms where the new promethean boards were installed completely done.
- Splitting Stephanie B. office to accommodate Stacy Bader done.
- Making sure the facilities are in tip top shape for Prep Day on Monday and the first day of school.
- Getting the new classrooms ready whiteboard, bulletin board, shelves, Jake help Micah run the cable for the internet and promethean board.
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6. School Report (Written Report: Principal Janet Bahr not present)

- Enrollment Update: We have 135 students in Hatchling-4K; 335 in 5K-8th grade as of 8/18/23.
- Building Update – Please take a walk upstairs and see the amazing transformation on Monday! We are waiting for permanent cabinetry and some punch list items left to finish but it is ready for students Wednesday!
- Staff Update – Keri Bash is going to teach choir to the 5th, 6th, 7th/8th graders on Mondays this year. She is currently the music director at Bethlehem, Wales. We have had a few ECDC aides decide not to help us and have been filling those holes as they come up. As of 8/18, we have everything covered! We employ a total of 72 employees, which includes cafeteria staff and ECDC aides.
- Auction Update – The auction will be held at the Marriot West in Brookfield on March 9th. More details to come!
- Accreditation – The school staff started work on our accreditation packet of material on Tuesday and have a schedule for completing the work. Tracy Holt is taking the lead on the Leadership section with some teachers helping her. Thanks Tracy!

- Arrival/Dismissal Procedures were updated to ensure safety and minimal delay for traffic on Hwy 83.

7. Executive Pastor's Report (Written Report: Pastor Seth Flick)

- Pastor Seth to report on strategic plan updates. This item has been tabled until next month's BOD meeting.
- Pastor Seth did report on some changes with Pastor Adam's job description moving forward, from Pastor of Mission & Outreach to Pastor of Family Care.

8. Financial Review Committee (Written Report: Chairman Tim Timmerman not present)

- Assets to Liabilities ratio trended slightly upward from previous month of 1.9x to current of 2.0x. which remains strong.
- ECDC Enrollment: I direct your attention to the updated data spreadsheet within the August Financials which now reflects Current & Proposed Enrollment CAPS.
- ECDC Financing: For BoD review, I provided handouts at August's BoD mtg whereas, the CFO will provide final overview with recommendations in favor of LCEF.
- Excess Cash Investment Policy: Policy revision Language has been drafted by FRC Chairperson and submitted to the Governance committee for review with further review by the BoD.
- Letter to the BOD: Please hold for additional discussion with the BOD at October's Mtg regarding remaining items #1-7 Budget Policies and procedures.
- Budget Policies and procedures: Final draft is in process and will be forwarded to the Governance Committee prior to the month's end.

9. Committee of Lay Elders Report (Liaison: Gary Peppel)

- Elders grilled out for kickoff Sunday.
- Elders had a meeting with Pastor Seth & Ken Saydel to discuss the ECDC project and the traffic impact analysis being completed by the DOT.

10. Endowment Fund Report (Dennis Gehrke)

- The million-dollar gift is en route to DR and will be invested with Morgan Stanley in a laddered investment approach.
- Legacy Circle has added 4 names over the last month.
- October 14<sup>th</sup> Will & Estate Planning workshop.

11. Executive Committee Report (President: Dennis Gehrke)

- The Executive Committee met and discussed the ECDC project and traffic impact analysis.
- Gary Peppel makes a motion that the governance committee of the Board of Directors' research Tim Timmerman's compliance with board policy directives, as it relates to his

discussions with outside groups concerning the ECDC project, per board policy section 2.8.6.4.1.

- Seconded by Jason Hynes
- Motion carries

12. Governance Committee Report (Chairman: Jason Hynes)

- Jason Hynes makes a motion to change the verbiage to reflect the following.
- New language should read as follows:  
“The office of Executive Pastor/Administrator, in collaboration with the Chief Financial Officer and Finance Review Committee Chairperson, shall have responsibility for the oversight of this policy, and perform all due diligence necessary to ascertain investment suitability. The office of the Executive Pastor/Administrator shall also be responsible for executing the investment transaction and reporting such transactions.”
- Seconded by Tracy Holt.
- Motion Carries.

13. Old Business

- Items 1&2 stay from last month’s list.
- ECDC contract review completed by Mallery, S.C.
- ECDC additional costs amount.
- Motion to approve this list of nominations for the nominating committee.  
Motion by Rob Chandler, second by Gary Peppel, motion carries.

*Rick Tiegen*

*Bob Mikulec*

*Ben Wehmeier*

- BOD self-evaluation completed.

14. New Business

- Tabling Strategic Plan review until next month’s meeting.

15. Task List

- Jason will send an email to Gail outlining changes to oversight responsibility.

16. Future Meeting Schedule

- BOD Meeting October 16<sup>th</sup>, 2023.
- Voter’s assembly 12/03/23.

17. Closing Prayer: Dennis Gehrke

18. Motion to adjourn: Gary Peppel  
Seconded: Ken Saydel

Time: 8:33 PM