

**PEACE LUTHERAN CHURCH**  
APPROVED Board Meeting Minutes  
March 20, 2023

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**I. Call to Order:** 6:04 pm by Mike Rupp at Peace Lutheran Church.

**II. Members Present:** Jaime Carlson, Karen Dressel, Bill Helfritz, Joseph Perez, Cathy Rieckenberg (via zoom), Mike Rupp, Tory Schmidt and Pastor David Hanson.

**Absent:**

**Others:** Jeremy Baumann; Hal Johnson, HJA+; Chris Emond, Senior Project Manager, Nor-Son; Eric Larson, Project Architect, Nor-Son; Chuck Venske

**III. Devotions:** Done by Tory Schmidt

**IV. Open Forum:** Hal Johnson and Associates (Hal Johnson); Nor-Son (Chris Emond and Eric Larson); and Chuck Venske

- Hal opened the discussion with a recap of steps and Nor-Son concurred.
- Nor-Son would work on Program and Space Planning – looking at next 1-3 years and then perhaps 5+ years. This will include discussion with user groups, staff and all those who use our space and are involved with ministry.
- Concurrently Hal/HJA would look at history, finances, and demographics.
- Once both are completed, there would be a **joint presentation** to the congregation.
- After the joint presentation, HJA would begin individual interviews with a cross section of the congregation.
- What does ‘meeting with the user groups’ mean?
- Identify priorities and people.
- Pastor identified 8 different groups, and then we added a group for new members.
- Chris suggested we use our Dream’n and Dessert surveys as a starting point (Mike will get copies of the survey results to him.)
- Nor-Son would survey user groups. HJA interviews will fill-in around Nor-Son.
- Hal recommended we create something (he called) a Presentation Planning Team. No more than 10 people which would consist of a hand-picked cross-section that would put together the final presentation packet.
- Eric stated that Nor-Son will do the user group discussion within the quoted cost.
- Chuck Venske: If decision is made to proceed, who would run the financial campaign? Hal has experience/knowledge, time, confidence to run such a campaign. But, if we have that time and expertise, Peace could take that part over. But he said, ‘Can you be a prophet in your own community?’
- Mike R: Need to cost out the plan, review for feasibility and revise if needed.

- Pastor: Would Nor-Son be willing to come back to the user groups?
- Chris: Yes, and would prefer talking to them as individual groups, to discover individual ideas and needs. Perhaps schedule 3 meetings per afternoon/evening, over 3 different evenings? He would send questionnaires ahead of time, for teams to review before meetings.
- Pastor: Please include questions about our current environment: What works. What doesn't work well. Ideas for the future.
- Chris/Tory: one of the user groups would be New Members, so we can get them onboard. Questions like Why are you here? What brought you to Peace?
- Timeline: 2-3 months, for research; 2-3 months to fine tune

## V. Adopt Agenda:

*Motion to approve Ministry Board Meeting Agenda as written. Cathy/Tory/Carried*

## VI. Approval of Minutes

- A. Approval of Ministry Board Meeting Minutes from February 27, 2023

*Motion to approve the February 27, 2023 Ministry Board meeting minutes as written. Karen/Jaime/Carried.*

## VII. Reports:

- A. Financial Report: Jeremy reviewed income and expenses for February.

*Motion to approve financial report as presented. Bill/Joseph/Carried*

- B. Pastor's Report: Pastor recommended the First Call and Seminary retreat at Mount Carmel for Mark. Two-day retreat. Cost to be pulled from tuition allowance.

*Motion to approve Pastor's Report as written. Tory/Bill/Carried.*

- C. Mark's Report:

*Motion to approve Mark's Report as written. Joseph/Karen/Carried.*

- D. Ministry Team Reports

- i. Care
- ii. Hospitality
- iii. Outreach
- iv. Worship & Music
- v. Craft Weekend Committee

*Motion to accept all submitted Ministry Team reports as written. Joseph/Tory/Carried*

## VIII. Old Business:

- A. Leadership Workshop Date: Date set for April 30, 2023, 4:30-8 with a light supper.
- B. Decision on Company for Background Check: Decision to stay with Trusted Employees. Tory will talk to Bob Rieckenberg, Safety Committee, about reviewing Policy PLC-0010 with Ministry Teams responsible for children and youth.
- C. Update on Cabinets: Tabled for now. Hospitality still discussing.

## IX. New Business:

- A. Discussion of Open Forum / Vote to Proceed:

*Motion to proceed, requesting contracts from HJA+ and Nor-Son. Karen/Cathy/Carried.*

- B. Team Structure for Feasibility: Tabled until Nor-Son and HJA have engaged teams in interviews.
- C. Missions Ministry Team Leadership: Cathy will contact the current nominating committee for candidate recommendations.
- D. Meeting Confidentiality: Discussed Confidentiality as related to ministry board meetings and having consistent messages from board members.

## X. Adjourn

*Motion to adjourn meeting. Joseph/Tory/Carried. Adjourned at 8:30 pm.*

## XI. Closed with Prayer: Pastor David lead us in prayer.

## XII. Information:

- A. Next Meeting: April 17, 2023
- B. April Meeting Devotions: Bill Helfritz
- C. April Communion Assistants:
  - April: Tory Schmidt and Bill Helfritz
  - Lenten Worship: March 22-Tory Schmidt; March 29-Joseph Perez
  - Maundy Thursday Worship: Cathy Rieckenberg and Tory Schmidt
  - Good Friday Worship: Joseph Perez
  - Easter Sunday Worship: 7 am-Tory Schmidt; 9 am-Bill Helfritz and Joseph Perez; 11 am-Karen Dressel