

**First Lutheran Church Foundation**  
**Minutes – Regular Meeting**  
**April 18, 2013**

**Attendees:** Byron Trochman, Gary Hanson, Mary Carlson, Rory Beil, Janie Olson, Larry Audette, Loren Stahl, Jon Aarsvold, Brad Keller, Evelyn Quigley, Pastor Corey

**Absent:** Jack Rydell (Council Representative)

This month's meeting was preceded by an orientation session for both new/existing Foundation Board members starting at 11:30 a.m. Byron Trochman provided information regarding the Foundation, including history, purpose, operation, distribution of income, ways to contribute, benefits to donors, and the grant request process. A copy of the powerpoint presentation will be emailed to all Foundation members, along with a list of the current Bridge Builder donors.

The regular monthly meeting followed immediately after the orientation session.

- I. **Call to Order:** Byron Trochman
- II. **Devotions:** Pastor Corey
- III. **Approval of March Minutes:** Upon a motion by Brad Keller, seconded by Evelyn Quigley, the minutes of the Foundation Board meeting held March 21, 2013 were approved as presented.
- IV. **Financial Reports:** Hanson provided an in-depth review of the financial reports through 03/31/13, which have been adjusted to use the current year ending 6/30/13. Also reviewed were the Performance Report and HTC quarterly reports for 3/31/13. Upon a motion by Larry Audette, seconded by Evelyn Quigley, the financial reports were approved as presented.
- V. **990 Tax Return:** The 2012 Form 990 Tax Return for the Foundation has been prepared by Fiebigger Swanson & West, and has been filed. A Continuation Form has been signed to have FSW prepare the return for the next two years. A motion to approve payment of \$1,110.00 to FSW for their tax preparation fee was made by Janie Olson, seconded by Loren Stahl. Motion carried.
- VI. **Correspondence:**
  - a. A thank-you was received from Park River Bible Camp for the Foundation's recent contribution of \$500 to be used for apartment remodeling.
  - b. Premium notices for Thrivent insurance policies were received and will be forwarded to Christy Schilling for handling.
- VII. **New Business:**
  - a. **Requests:**
    - i. A request in the amount of \$10,000-\$15,000 was received from FLC for the purpose of upgrading the projection and image of the A/V equipment in the Celebration Hall. A motion to approve request in the amount of \$15,000 was made by Evelyn Quigley, seconded by Rory Beil. Motion carried.

VIII. **Old Business:**

- a. **Development Director Position:** Pastor Corey provided an update on the hiring of a new Development Director. A motion to endorse having the President of the Church Council, and the Chair of the Foundation, along with Pastor Corey, involved in the interview process for the new Director, was made by Evelyn Quigley, seconded by Rory Beil. Motion was carried. In addition, a motion to approve an increase in the dedicated salary for the new Director from \$12,000 to \$18,000 per year (total to be split 50/50 between Church and Foundation) was made by Loren Stahl, seconded by Jon Aarsvold. Motion carried.
- b. **Bulletin Board:** Items being worked on to include on the bulletin board are: Updating of Foundation brochures, grant request forms, distribution or “bucket” summary, meeting schedule, list of key partners, and group picture.
- c. **Carryover of Excess Funds:** Discussion was held regarding how to handle the carryover of excess funds available for distribution, due to the change of the Foundation’s fiscal year-end to June 30. Should the excess monies be absorbed back into principal and recalculated, or should the balance be carried forward. A motion to carry the balance forward into the new year was made by Loren Stahl, seconded by Evelyn Quigley. Motion was opposed by Rory Beil and Brad Keller. Motion carried.

IX. **Pastor’s Report (Pastor Corey):** Pastor Corey provided an update on the total funds raised/matching gifts received for the Sunday School children’s well project (\$45,000), and the Slovakia Mission project (\$23,000).

X. **President’s Report (Byron Trochman):** No new report.

XI. **Council Report (Jack Rydell):** No report – Jack Rydell absent.

XII. **Adjourn.** Meeting was adjourned.

**Upcoming Meeting Schedule:**

**May 16:** Lunch to be provided by Janie Olson

**No Meeting in June, July or August**