

INTRODUCTION:

- A regular monthly meeting of the Board of Directors (BOD) of Our Savior Lutheran Ministries (OSLM) was held on Monday, August 23, 2021. BOD members in attendance were Directors Chris Korsak (Chair), Katrina Owens (Vice Chair), Mark Klins (Treasurer) Heather Crawford (Secretary), Christa Even, Randy Hall, Frank Mitchell, and Pastor Kevin Austin.
- A quorum being present, the meeting was called to order at 7:02 pm.
- The meeting was opened with prayer by Pastor Kevin and Pastor Kevin led us in a devotion.
- Open Forum – No members in attendance.

GENERAL BUSINESS:

- Christa Even made a **motion** to accept the draft agenda as provided by Heather Crawford for this meeting and which was **passed** unanimously.
- Frank Mitchell made a **motion** to accept the minutes of the July 21, 2021, regular BOD meeting, as distributed by Sec. Heather Crawford to the BOD via email, motion **passed** unanimously.

MONITORING:

Financial Report:

A Financial Report was reviewed by Pastor Austin (Attachment 1)

- Pastor will review a request from the BOD to include 3-month historical trend information in the monthly report with Don.

Pastor's Report:

Pastor provided his report (Attachment 2).

- The school year is off to great start. COVID procedures are in place; modifications will continue to be made as requirements change.
- The Employee Handbook was distributed to BOD on 8/18/2021.
- The Family service is off to a good start.
- The Columbarium was unanimously approved by city planners during City Planning Meeting on 8/17. Fifteen-day public comment period is in progress.

CONSTITUTION DISCUSSION:

- Pastor reviewed the most recent changes (1/19/2020) to the Constitution.
- Revisions to the OSLM Policy Manual (Attachment 3), as distributed by Pastor Kevin, were presented to bring the policy into alignment with OSLM Mission and Vision. Mark Klins made a **motion** to accept the proposed changes as presented, motion **passed** unanimously.

POLICY MANUAL DISCUSSION:

- Pastor Kevin and Chris led a review of the Policy Manual.
- BOD Liaisons were appointed, as noted below:
 - Preschool – Christa Even
 - School – Katrina Owens
 - Committees – to be appointed at a later date
- Endowment Committee Amendments
 - Board provided written email consent to **accept** the amendments to the Endowment Committee Charter, as distributed by Beth Young via Chris to the BOD. (6 in favor and 1 abstention)
- Compensation Task Force Roles & Objectives
 - Purpose of the Compensation Policy is to create equity management and objective criteria to support salary criteria.
 - Compensation Policy requires revisions due to outdated reference to Hammer Guide that is no longer published.
 - At the BODs request, Pastor presented recommendations to the Compensation Policy.
 - BOD members will be provided links to salary setting methods for further review.
 - A committee was called to review the Compensation Policy and make recommendations by November. Committee to include Mark, Katrina, Heather, and Randy.

MAJOR MOVES DISCUSSION:

- Pastor presented Major Moves update.

DIRECTORS COMMENTS:

- Chris led the get to know the board ideation discussion.

REVIEW OF CALENDAR: UPDATE

- September 8 – Executive Committee Meeting (6:00 PM – Pastor’s office)
- September 20 – BOD Meeting (7:00 PM – Conference Room)

ADJOURNMENT: Chris closed the meeting with prayer. The meeting was adjourned after Chris made **motion** to adjourn. The motion was **passed** unanimously at 9:02 pm.

ATTACHMENTS:

- Attachment 1: Financial Report for July 2021
- Attachment 2: Pastor’s Report for August 2021
- Attachment 3: Policy Manual

Submitted by: Heather Crawford
Approved by BOD: September 20, 2021