

# **Ministry Leadership Council**

## **Meeting Minutes**

May 16, 2023

6:30 pm

**Attendees:** Kelly Steinfeld, Pastor Frick, Jana Reiland, Brett Thiebolt, Suzanne DeRossett, Matt Noel

**Absent:** John Galloway

**Invited Guests:** Tamara Harris, Todd Von Sprecken

**Advisors:** Corissa Sheets, Craig Olson

Meeting opened at 6:34 PM

### 1) Opening Prayer

### 2) School Ministry Report

- a) Enrollment is going really well. The school is full.
- b) Corissa gave an overview of the survey that was sent out to school families.
- c) Principal and Board of Education Report
  - i) Approval to hire Leslie Murray – 3rd grade teacher
    - (1) Chair made a motion to approve the higher of Leslie Murray as a teacher at Salem
    - (2) Suzanne seconds
    - (3) Unanimously approved via email
  - ii) Approval to hire Reina Nagai – 6th grade teacher
    - (1) Brett made a motion to approve the hire Reina Nagai as Salem teacher
    - (2) Jana Seconds
    - (3) Unanimously approved
  - iii) Approval to hire Jennifer Burnett – Director of Preschool
    - (1) Corissa gave an overview of the Call Committee process and how the committee came to the current decision.
    - (2) MLC engaged in discussion.
    - (3) Suzanne made a motion to reassign Called worker, Jennifer Burnett as the Director of Preschool.
    - (4) Matt seconds
    - (5) Unanimously approved
- d) 8th Grade Graduation is at 6:00 PM on 6/6/2023
  - i) Would love to have MLC members attend if possible.
- e) Corissa shared information regarding the 7th grade Catalina field trip.

### 3) Business Managers Report

- a) 2023 - 2024 Budgets
  - i) School
    - (1) MLC reviewed the budget.
    - (2) The budget has allowed the school to make some investments in additional people to support school programs and improvements in Spanish and Music education.
    - (3) Corissa explained the need to invest in curriculum, STEM, professional development, supporting teachers in Seminar and clearing teaching credentials in

the coming years.

- (4) Craig reviewed the average tuition rates and explained numbers.
- (5) School is projected for positive net income.
- (6) Suzanne made a motion to recommend the 23/24 school budget as presented by Craig to present to the voters assembly.
  - (a) Brett seconds
  - (b) Unanimously approved
- (7) Kelly made a motion to communicate with faculty and staff prior to the voters meeting a 3.75% increase in salary for the 23/24 school year subject to voter assembly approval.
  - (a) Matt seconds
  - (b) Unanimously approved

ii) Church

- (1) Craig reviewed the 23/24 church budget.
- (2) There is available cash that has to cover the deficit.
- (3) MLC discussed revenue and needs in the church. There were discussions regarding expense reductions.
- (4) Brett made a motion to recommend the 23/24 church budget as presented by Craig to present to the voters assembly.
  - (a) Jana seconds
  - (b) Approved
  - (c) Pastor Abstained

b) Bank Exposure

- i) Discussed the options to change banks and where to put funds.
- ii) Craig would like to have MLC input and recommendations before he moves forward in looking at options. Members shared ideas.

c) Financial Review Committee

- i) Our bylaws require an internal review committee.
- ii) MLC will consider individual(s) to review the financials.

d) Update on Preschool Building Project

- i) Meeting with the design review committee was postponed until 5/17/2023.

e) Student Youth Center

- i) We continue to wait for building permits.

4) MLC Nominating Committee update

- a) The committee has been formed.
- b) There have been 14 candidates.
- c) Nominating committee will continue in the process.

5) Voters' Meeting

- a) Scheduled for June 11, 2023
  - i) Agenda out by May 28, 2023
  - ii) Budgets for Church and School
  - iii) MLC Elections
  - iv) Potential Calls

6) Closing Prayer

Meeting adjourned at 8:57 PM