

May 20, 2015

RE: Our Savior Lutheran Church
Norfolk, NE
1501

Minutes of the Committee Meetings

May 18, 2015 Meetings

Discovering our Future Together

The minutes of all committee meetings are shared in order for all groups to maintain awareness of the coordinated work of the groups working together in the work of the church. The following notes and comments apply:

1. General comments for all meetings

- a. Opening Devotion – Long term plans – Jeremiah 29:11-13
- b. All groups discussed the lingering points of last week's work
- c. All groups discussed whether the congregation is ready to respond to our mission responsibility
 - i. Time
 1. concerns were expressed about our need to continue to recruit volunteers, in all levels of the ministry
 2. we will also need to expand professional staff as the ministry grows as well.
 - ii. Talents
 - iii. Treasures
 1. a renewed emphasis on stewardship will be required
 2. there are many who have not yet had the opportunity to give
 3. it was noted that at the Funding/Finance meeting, we will review what an expanded budget looks like (handout provided to all – attached)
 - a. the budget, even with an expansion of 25% and increased staff obligations is still within the potential of our congregation
 - People will need to see and understand the need, and will respond with their treasures
 - There are still many who do not see the need, and many are only at church for a very short time in the week
- d. We reviewed a comparison matrix of the current and proposed facilities (attached)
 - i. Comparison matrix showed the existing building's capacity
 - ii. comparison matrix showed the capacity with an addition to take us to 40,000 sq ft on this site
 - iii. Comparison matrix showed the capacity of a new building at 40,000 sq ft on a new site and a 63,000 sq ft building on a new site
 - iv. Emphasis we given on the understanding that we can build in phases as the budget allows on a new site, this gives better flexibility, and understandably less financial risk than building a very large building
 1. Many of the participants were pleased to hear that we are able to build in phases if we move to a new site.
- e. All groups presented/reviewed their "red lights" that would stop the proceeding with either option 2 or 3. (summary of all three groups) This conversation was the bulk of most of the meetings. The following items are concerns listed for each option (renovation and relocation) respectfully -

- i. OPTION 2 – Renovate and Expand on the Current site “Red Lights”
 - 1. Very limited growth potential (cap at 3,000 members)
 - 2. renovating here is not a long term solution
 - 3. there is not enough land to support our long term ministry
 - 4. there will be confusion/chaos in the renovation process
 - 5. people (members and visitors and staff) will tire of the mess over the course of the year long construction
 - 6. we would need to rent space to temporarily relocate worship, XOS and Kings Kids programs
 - 7. renovation often has hidden costs that can add up and cause unanticipated cost increases
 - 8. lack of outdoor green space/play space as the site would be filled with building and parking
 - 9. parking will be tight, even with rented/borrowed land (limited opportunity to buy as the hospital already has the first right of refusal on the adjacent land)
 - 10. it is poor stewardship to put millions of dollars into a site that will cap our growth
 - 11. there is added cost in expanding the building (this is a factor in both options)
 - 12. we are not addressing our overcrowding problem, we are deferring it (putting in a band aid)
 - 13. no matter how well we design it, there will be a lack of efficiency in the renovation (of a round building)
 - 14. we will lose volunteers, visitors and members in the confusion and frustration of renovation
 - 15. renovation is a compromise
 - 16. there is added hidden cost in relocating and renting during the construction
 - 17. current building is not attractive in drawing new staff
 - 18. closing street(s) is required in the short term, and long term solution and we don't know if it's possible.
 - 19. an elevator will be required for 2 story construction
 - 20. in the end, we still have a 50 year old building to maintain/heat/cool
- ii. OPTION 3 – Relocate onto a new site “Red Lights”
 - 1. more costly
 - 2. added cost in fixed furniture and equipment
 - 3. is there sentimental attachment to current building and features?
 - 4. are all staff on the same page for huge potential in ministry expansion
 - 5. can we sell this space?
 - 6. can we maintain the added cost? (again, listed in both options)
 - 7. is there land available where we need it?
 - 8. some of our members will not want to move
- f. We seek to call for a decision vote from all committees on June 1
 - i. this decision will then be brought forward to the congregation for approval on June 28th at a voter's meeting.
 - ii. One group, Funding and Finance voted at the May 18th meeting
- g. All meetings opened and closed with prayer.

Proposed Agenda items for all committees at the opening of the next meeting:

- 1. **Opening Devotion – The cost of being a disciple - Luke 14:25-35**

2. **What's next – presenting the recommendation to the voters**
 - a. **activating the mission statement**
 - b. **expanding the outreach**
 - c. **counting the cost**
3. **Other**

2. Mission and Ministry Committee

Present: Ryan Kimes, Don McHugh, Pastor Ryan, Kyle Korth, Michele Korth, Wendy Signor, Dennis Beltz, Nancy Schulz, Barb Carstens, Rosemary Goetsch, Trish Weander, Christine Eckberg, Pastor Frank, Rachel Rardon, Susan Machlen, Joni Schwarting, Pastor Lee, James Nord

1. Thoughts retained from last week's conversation
 - a. we need to understand this as a responsibility to serve
 - b. the United States is quickly becoming an un-churched nation, we can make a difference in Norfolk
 - c. there are mission fields in our own neighborhoods
 - d. we need to be active in incarnational ministry (Pr Ryan's presentation was on incarnational communities)
 - e. Stewardship is not only about money
 - stewardship is also about acting boldly when possibilities arise
 - Our Savior Lutheran has a HUGE influence in the community, and the region
 - f. We translate our "fleshly" fear of a building into real fear of debt
 - we need not be afraid of well managed debt
 - g. King's Kids is a big user of the building and an active daily ministry, we need to keep them in operation during this process
 - h. We definitely need more space for kids' ministry (2 to 3 times more space was the comment presented)
 - i. gathering volunteers will be a challenge, however, people always come forward
 - j. Our current staff works well together, we need to be always be careful as we grow as to not "settle" just to fill positions in a growing ministry
 - k.
2. We talked of the congregation's understanding of their responsibility to expand the ministry (many comments repeated from above)
3. The Comparison Matrix and Extrapolated Operating Budget were reviewed for information only.
4. The "red lights" which would stop either option 2 or option 3 were presented by individuals
 - a. this information is recorded in the aggregate summary above (Section 1e)
5. An important understanding that we need to maintain our focus on Christ, not only on building was reminded and reinforced.
6. we need to show the development of the new ministries to ten congregation as a part of the vote for expansion
 - a. we need to develop and talk about program expansion
 - b. we need to keep it simple, doing what we do well, even better
7. The committee will be prepared to vote their recommendation on June 1

Proposed Agenda items for the Mission/Ministry Committee at the next meeting:

- a. **Program Expansion Opportunities**
 - i. **Current ministry in a new space**
 1. **what's the difference?**
 - b. **Option 2's ability to fulfill**
 - c. **Option 3's ability to fulfill**
2. **Maintaining Community in a large congregation (continued)**
 3. **Other**

3. Funding and Finance Committee

Present: Pastor Ryan, Ron Stauffer, Mike Wilke, John Geary, John Pile, Kenny Weander, Tammy Stolpe, Craig Risor, Joe Cipra, Pastor Lee, James Nord

1. Initial conversation was a review of last week's conversation
 - a. The status of the hospital response to our informational letter (sharing that we are in a planning process)
 - it is on the agenda for the upcoming meeting at the hospital
 - b. the owner of Lloyds was contacted and knows of our planning process as well
 - c. We discussed the congregation's readiness
 - many in the congregation are anxiously awaiting the recommendation
 - many are reading the information provided and that is helpful in understanding the thoughtful/prayerful process we are taking in making a decision
 - the congregation knows that there is much work to get done, after the vote as well.
 - d. overwhelming observation after discussion was the clear lack of space for expansion of the ministry
2. The "Red lights" for option 2 and option 3 were discussed
 - a. the observations are recorded in the aggregate summary above (section 1e)
3. We discussed the Extrapolated Operating Budget
 - a. this budget showed the anticipated monthly/annual costs associated with an expansion to 40,000 sq ft
 - 40,000 sq ft is the desired size for either option 2 or option 3 and was used as the benchmark for the extrapolated budget
 1. the budget allowed for a 25% increase in staff and facility
 2. the 125% budget added \$\$172,927 per year to our current budget
 3. if a mortgage was added (\$2.5 million was used for example) that would add \$229,488 a year to the budget
 4. Total add for the 125% expansion would be about \$400,000 per year
 5. Current budget is \$1 million, expansion to \$1.4 million is within the parameters of a tithing budget, based on modest level

giving (poverty threshold values were used for tithing, just as in the example given to the congregation in April)

6. Bottom line, with adequate stewardship, an expansion to 40,000 sq ft is well within the means of Our Savior Lutheran
4. After discussion, it was asked if the committee was ready to make a recommendation
 - a. all present agreed that Funding and Finance had adequate information to call for a vote in committee
 - b. The Funding and Finance Committee voted unanimously to recommend Option 3 – Relocate to a new site.
 - *NOTE: this represents one committee of three, we wait for the other committees' recommendations at subsequent meetings for a final unified recommendation to the congregation.*

Proposed Agenda items for the Funding/Finance Committee at the next meeting:

5. **Why do people give?**
6. **OSL Stewardship Programs**
7. **Other**

4. Building and Planning Committee

Present: Jason Doele, Bradly Ekberg, Mark Johnson, Randy Wilcox, Philip Rardon, Niki Peterson, Gordon Adams, Doug Sunderman, Andrea McGregor, Kent McCallum, Eric Neemeyer, Cleve Stolpe, Robert Reed, Melvern Horst, Pastor Lee, Bill Barritt, Teri Medelman, Jordan Miller, Marty Clausen, James Nord

1. A review of last week's discussion opened the meeting
 - a. there is an advantage to providing two sanctuaries, if the budget and allow
 - b. either option can be made to meet our current needs
 - c.
2. The congregation's readiness was discussed
 - a. many feel that the congregation is anxiously awaiting an answer
 - b. we need to make sure we clearly outline the reasons for our recommendation when we present to the congregation
3. We discussed the current status of the Lloyd's land and the available land on the highway
 - a. Lloyds
 - the hospital had first right of refusal
 1. Hospital knows we are looking at planning options
 2. letter sent to hospital to have them comment on our opportunity and interest in working together
 - a. hospital board will see the letter in their meeting this week
 - the owner knows that we are looking into planning and that the parking availability on that site is important

1. can we bind the agreement to the property?
 - a. yes, however, we cannot do that without approval from the congregation
 - b. we do not yet know if this is an option that will be the recommendation, we need to proceed only with a good faith understanding of what is possible, based on our needs.
- b. Land south of 175
 - how can we make a recommendation if we don't have a firm site bought?
 1. we cannot buy land without approval, therefore, in either option, we need to understand that land is available, even without transaction
 2. can we obtain an option on the land
 - a. yes, however, that is not recommended without approval by the congregation
4. We discussed the "red Lights" for Option 2 and Option 3
 - a. these are recorded in the aggregate summary listed above (section 1e)
5. The decision of the Funding and Finance Committee was shared with the committee.
 - a. After discussion, this committee (Building and Planning) will likely be prepared to make a recommendation at the close of the June 1 meeting.

Proposed Agenda items for the Building Committee at the next meeting:

6. **Discuss Option 2**
7. **Discuss Option 3**
8. **Other**

The next series of meetings is as follows:

June 1st - Mission/Ministry – 5:30pm
Funding/Finance – 6:30pm
Building/Planning – 7:30pm

This represents my understanding of the contents of our meeting. Feel free to contact me if you have any questions or concerns.

Minutes will be forwarded via email, hard copies will be distributed upon request.

Respectfully submitted,

James W. Nord
 NORD, LLC

attachment- Comparison Matrix
Operating Budget Extrapolation

Cc: committee members (via Church Office email)
Our Savior Lutheran Church Office (via email)