

Board of Directors 10/10/2024
7:30 pm at Unity Ridge Lutheran School

Members Present: Deb Osborn, Mike Gore, Staci Neumann, Tami McCollough, Cindy Gray, Pastor Merle Mahnken, and Megan Torresen (Principal).

Absent: Carol Segebart

Guest: Rhonda Mohr, Iowa District West Assistant to the President Education, Youth and Family Life, who provided Board Training prior to the meeting.

Pastor Mahnken opened the meeting with prayer, asking God for His guidance in leading us to make decisions to His glory.

President Mike called the meeting to order. In the absence of Carol, the secretary, Cindy volunteered to take the minutes.

The secretary's report will be reviewed and accepted at the next meeting.

Board Member Resignation: Carol stated in a group text to everyone that she has received a letter of resignation from Georgia Hollrah. The acceptance of her resignation was tendered until the next meeting when we actually have the document, but we discussed the appointment of a new board member. All members were asked to be thinking of potential candidates. Qualifications discussed were someone from the farming community to help with our Seeds of Faith program or someone with experience in the area of development.

Federal Grant: Megan brought to our attention that she is applying for a \$50,000 Federal Procurement and Contracting Guidance grant for the school. This is due to a safety walkthrough by Homeland Security last year. Needed changes are the installation of an emergency PA system, a camera system, and door locks. This is for the safety and protection of the students and teachers. Megan passed out copies of the grant proposal and said she needed the board's approval to proceed. A discussion ensued on whether these systems could be transferred if/when we moved to a new location, with the answer being yes, possibly, depending on how fast technology changes. A motion was made by Staci to approve the grant proposal, 2nd by Deb. The motion carried.

Call Documents: (Megan stepped out of the meeting). The board asked Rhonda to review the call documents for Megan. She said they looked good and told us to have Carol proceed. She said Carol could call her before she did the online submitting if she wanted them reviewed at that point again.

Some notes/suggestions Rhonda made as she was reviewing the documents.

Printing: A portion of the document must be printed on parchment paper. Pastor Mahnken volunteered to print the required pages. Immanuel church office has lots of parchment paper. Thank you, Pastor.

Salary: We should include in our board minutes how much of our employees' salaries is designated for housing allowance. This should be done once a year at the same time each year so the minutes can be easily found if needed. This is for the protection of our employees for their personal taxes.

Mileage: We are agreeing to pay Megan for pre-approved mileage reimbursement at the IRS suggested rate for miles driven for work related events, such as conferences. We may want to extend this benefit to our teachers as well. Ask Megan to find a mileage form. Rhonda said to check with the District office.

Master's degree for Megan: URLS accreditation process starts in January 2025, so Megan needs to start her classes by then. The District pays for 1/3 of the cost. Rhonda suggested that the board pay for 1/3, and that leaves 1/3 for Megan.

(Megan returned to the meeting.)

Installation: Once the call documents have been submitted and approved, we need to install Megan into the office of principal. Before she can be installed, Megan needs to be transferred to our district from Illinois. Megan will take care of this.

Mike called for adjournment of the meeting. Staci made a motion to adjourn, and Deb 2nd. The motion carried, and the meeting was adjourned.

Pastor asked for prayer requests and closed with prayer followed by the Lord's Prayer.

Acting Secretary, Cindy Gray