

Grace Lutheran Church & Grace Christian School

Administrative Council Meeting Notes; July 23, 2018, 6:30 PM

Members Attending: Ron Carter, Brian Miliate, Monty Miani, Jill Saliba, Del Morton, Bob Glaser

Also Attending: Patti McDonald, Pastor Scott

Subject: Devotion; Joining Jesus, Chap. 13 & 14 **Pastor Scott**

Subject: Thank You Notes: Nina Tran & Family (Coffee & Donuts) **Monty**

Subject: Budget Update; Request to have Physical Reports for review. Discussed

- Fiscal Year 2017-2018 close out Performance summary **Ron**
Error to be looked into for correction, Discussed & Corrected.

- Status for 2018-19 Budget planning & Budget Risks **Ron**
Discussed, further planning to be done by finance committee.
 - ⇒ Student Enrollment is lower than expected
Discussed options and staffing situation.
School starts August 15th.
 - ⇒ Air Conditioning unit replacement is unexpected cost
Discussed and mentioned possible issue with other units of concern. Brian suggested an idea in future replacement.
 - ⇒ Possible Fan issue in kitchen, and other maintenance concerns.
Discussed, currently most maintenance items are being dealt with by Ben until a Facilities/Maintenance person is hired.
 - ⇒ Opting out of SDG&E Energy saving program
Risk associated with power shut downs, discussed and agreed by council to opt out of the SDG&E Energy Saving Program.

- Strategic Budget Opportunities **Brian**

- ❖ Tower Lease sale benefit & funding use analysis summary
Discussed current lease and its options along with the break downs. Options include: Continue with existing lease, extend existing with new terms, and/or possibly a buyout option alongside with the extended lease help reduce and alleviate other obligations for better saving and benefits.

Council concurred with the recommendation from the Finance Committee to submit a Letter of Intent for assignment of the T-Mobile lease. Letter of Intent will be submitted by July 31 to Crown Castle; assignment action to be completed in 2018, Voter approval for assignment and use of proceeds to be presented in Town Hall meetings over the next few months.

- ❖ Main mortgage restructuring; potential action after lease assignment completed and Solar debt eliminated. Discussed our rate and if we should look into making a change now or soon to help our main mortgage as our current adjustable is within the two year mark.

Subject: Town Hall meeting August 26th Agenda Topics Discussed
Slides ready for council review by August 20th.

Subject: Grace 100 Year Anniversary; Planning Discussed
Coty, Jill, & Monty to meet later in August to begin planning.

Subject: Administrator Job Opening Search Update **Ron**
Carter

Position is still actively open, and committee is working on filling upon finding the right candidate.

Other Business: Also looking for a Maintenance/Facilities Candidate asap.

Subject: Closed Session, Personnel **Ron**

Adjournment to August 13th, 2018