MINUTES OF ST. MATTHEW DVB MEETING
June 30, 2026

Members Present: Louise Roberts, Will Rottler, Brian McBroom, Karrie Kikeh, Lisa Neaderhiser, Patti Seitz

Not Present: Larry Betzold, Pastor Hugo

I. **Opening Prayer:** President Roberts opened the meeting in prayer.

II. **Agenda Approval:** Approved the agenda with a change in the amount of the sump pump request from $7,500 to $8,500 and two additional voting items. All ayes.

III. **Approve Prior Meeting Minutes:** Approved the minutes of May 2026. All ayes.

IV. **Discussion - Part 1:**

a. Finance Report/Treasurer's Report

With a three-paycheck period in May, it had a big impact on the checking account. The DVB is continuing to work through the finances to determine the proper amounts in the proper accounts. DVB members are continuing to work with staff to make sure the finances are in order and are getting paid through the proper methods.

The DVB and staff are also working to ensure that the allocated funds for the musical fund are at the proper levels.

V. **Business Items:**

a. Services proposal from Properties Committee to hire Brady Rudi at $2500/month beginning September 1

The properties committee has recommended ending the contract with Victory Cleaning with a two-months notice and hiring Brady Rudi at $2500/month beginning September 1. The rate would cover 100 hours of work a month for Brady Rudi. Brady would also be hired at $25 an hour to learn the ropes of the role and create a punch list of work to do. The DVB approved ending the contract with Victory Cleaning with all ayes, but has requested to table the hiring of Brady Rudi. The DVB has questions regarding the role and specifics of purchasing supplies, insurance, equipment, etc.

b. Request from Properties Committee to install drain tile & sump pump in DCLC nursery crib rooms (original church basement). Total project budget requested = $8,500:

The DVB has been requested to approve the Properties Committee to install drain tile & sump pump in DCLC nursery crib rooms. The total cost of the project is $8,500. Standard Water Control Systems will install the sump pump at a cost of $5,450, and the rest of the costs will include drain tile and contingency. All ayes.

VI. Discussion - Part 2:

a. Teaching Time/Staff Report:

i/ii. Church 360/Staff Updates:

No official update due to Pastor Hugo's absence.

iii. SMCT Updates:

There will be a follow up meeting on July 6 with SCMT to discuss the future of the partnership.

b. DCLC Update:

- Enrollment is down due to the summer.
- Staffing might need to be adjusted to reflect the enrollment.
- The daycare is operating at a loss due to the enrollment numbers and the loss of income from the beginning of the year.

c. Property/Facilities:

i. Alarms - Reinspection

There was a reinspection for alarms on June 12, and everything looks good.

ii. Gym and Hall Flooring:

There are still some issues with the gym flooring and the Properties Committee continues to work with the vendor to figure out a solution.

Iii. Roofing:

Outside of a broken window, the roof is complete. The broken window will be fixed shortly.

iv. HVAC Invoice (Item Added):

The Properties Committee submitted an invoice from BSI for $767.50 for approval. The invoice was for overheating of rooms served by the units in the south boiler room next to the kitchen. All ayes.

v. Plumbing Invoice (Item Added):

The Properties Committee submitted an invoice from Dammen's Plumbing to replace a storm drain outlet at the cost of $2,172.00. All ayes.

d. President’s Desk:

- The DVB talked about how to continue to work with the office manager with training support.
- The DVB discussed plans for Pastor's 30th Anniversary of Ordination, which will be on July 12.
- Due to the amount of topics and time between meetings, the DVB agreed to meet on July 13 and July 22. The DVB will continue to meet twice a month until further notice.

The meeting was closed with a prayer led by President Roberts. The DVB will meet again on July 13 at 6:30 pm.

Respectfully submitted,

Will Rottler