

LLB Meeting Minutes: February 2023 (Approved 3-27-2023)

Subject/Purpose: Regular monthly meeting

Date: Monday, February 27, 2023

Time: 5:30 PM

Place: Meeting Space 3, Christ Lincoln Sumner

Zoom connection:

Participants: ☒ indicates attendance

Members: ☒ Jud Jesske (Chair), ☒ Jeff Lake (Vice-Chair), ☒ Rick Stowell (Secretary), ☒ Kyle Kaldahl (Treasurer)
☒ Lori Johnson,, ☒ Gary Pickering, ☒ Kristy Plander, ☒ Shayla Reed, ☒ Cole Weihe

Executive staff: ☒ Michael Eckelkamp, ☐ Mike Milbourn

Invited staff: Mark L'Heureux (Executive Director of Schools), Autumn Crable (Director of Staff Engagement), James Moseman (Director of Generosity and Advancement)

Desired Outcomes of the meeting:

- DoM and other leaders have feedback and direction desired to advance highlighted ministry items.

Agenda items

Call to order / Opening prayer: Jud opened the meeting at 5:30 p.m. and Pastor E. gave a short devotion.

Minutes from prior meeting: Gary moved (Shayla 2nd) to approve the January meeting minutes. Motion carried.

Business Item:	Purpose: Inform/Discuss/Decide	Material provided prior to meeting	Duration
1. Lincoln Lutheran support	Inform; Set direction	Handout provided at meeting	25 min

Approach to funding: Mark summarized the funding models for the current year and upcoming year. The total CL outlay to Lincoln Lutheran (LL) is just over \$230k and will increase to nearly \$260k for the 2023-24 school year. He reinforced that our goal is to support Christian education at all levels and remain a member of the Association, but it is essential that improved levels of communication and co-creation occur, and that the funding model is revised.

Discussion: Mark and Pastor E. expressed positions that Lincoln Lutheran's practices need to place greater reliance on third-source funding and demonstrate stronger community engagement. Board members expressed agreement that these changes are needed, and that LL needs to be more accountable for generating funding and more collaborative in working with association member congregations. Meanwhile, we need to recognize that many CL members are highly supportive of LL and communication needs to be clear and sensitive to these sentiments. What is the best approach – submit notice that are leaving the association; propose an amendment forcing the dialogue; other? Mark will report back in March regarding a recommended next step.

Recommendation: NA

2. Financial report	Inform	One-page summary provided at meeting	20 min
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Participate 4 Growth: James addressed the prevailing sense of confusion about the Participate 4 Growth funds. Of the money raised, significant portions were specifically designated toward debt reduction, but many donors did not select this or another designation, and these undesignated dollars were assigned for the YH expansion and future expansion of the Sumner campus. The recommendation from individuals knowledgeable on matters related to restricted funds was that the remaining Sumner balance be put toward construction of new physical buildings. In

the context of our proposed capital campaign, this will mean holding onto those dollars longer – since expansion of the campus is scheduled to occur after attending to deferred maintenance priorities.

Discussion: Where are funds being held now – can we get better interest rate? We should not ‘invest’ restricted funds but can place them in a secure account with a higher rate of interest.

Treasurer’s report: Kyle provided a budget summary report, which showed that giving is about \$250k (9%) above expenses.

Kyle recommended that – to leave a proper paper trail – we formally approve moving \$10,400 from the Contingency Fund to cover deferred maintenance expenses (which were approved at previous meeting). **Gary made a motion (Shayla 2nd) to transfer \$10,400 from the Contingency Fund to the Capital Improvement Fund. Motion carried.**

Kyle also noted that he is working on a policy to better define appropriate description of the Contingency Fund, the required minimum balance, and appropriate utilization of such funds.

Decision: Approved moving \$10,400 from the Contingency Fund to the Capital Improvement Fund.

3. Old business	Inform		5 min
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District policy feedback: Shayla said there were sixteen suggested changes. She will bring proposed revisions and/or responses for the next meeting.

Recommendation: NA

4. DoM report	Update and discuss	Separate written report available	30 min
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Update on Mike M.: Pastor Eckelkamp reported that Mike is on leave, potentially through April. Regular communication between Pastor and Mike is occurring, which is helpful, but there are still significant concerns amongst staff about direction and administrative roles. Decisions in the short run are and need to be made about who leads various sub-roles during Mike’s absence. Pastor is working with the Executive Team to manage during the situation. Pastor highlighted that FOC and the CL Treasurer have contributed in many beneficial ways during this time. Longer-range decisions need to be made about future roles for COO or whatever new administrative structure we utilize. The open ‘Finance Director’ position is on hold, as the roles are related and need to be discussed together.

Strategic planning meeting: Meeting will be March 4th, 8-2, in Meeting Space 3. All LLB members are invited, if available. {Note: This meeting was subsequently postponed with Pastor working with staff and Judd on a revised plan that better acknowledges current needs.}

Positions:

- Needed: Maintenance support person and an Assistant for worship arts (AV support)
- Sanctuary pastor search – 75 names were submitted.

COO: Work occurring on future direction (financials, facilities etc.) of this position; Organizational chart

Membership roster: Pastor E. highlighted our need to clean up our membership roll and revise our ‘self-exclusion’ practices. We have about 1400 members who qualify as self-excluding due to long periods of non-attendance. Phases planned are to i) send a postcard inquiring about their situations/needs; ii) contact non-respondents by phone; iii) place remaining names on self-exclusion list. To formally consider a member as self-excluding, a certified letter must be sent – and we want to minimize use of this phase.

Recommendations: Keep LLB informed on progress and needs in these areas

5. LLB Best Practices	Inform		5 min
<p><u>LLB Documents & policies:</u> Jud & Kristy have been communicating regarding collecting materials to assist in onboarding new members and providing training for all LLB members. Binders with core documents and policies were distributed to each member.</p>			
<p>Recommendation: NA</p>			
<p>Meeting adjourned at 7:00 p.m.</p>			