

# LLB Meeting Minutes: April 2021

**Subject/Purpose:** Regular monthly meeting

**Place:** Christ Lincoln Sumner w/Zoom connection

**Day/Date:** Monday, April 26, 2021

**Time:** 5:30 PM

**Duration:** 1.5 Hrs.

**Chair:** Tom Lorenz

**Recorder/Secretary:** Rick Stowell

**Notes specifically for this meeting:** Zoom link sent separately

**Participants:**  indicates attendance

**Members:**  Tom Lorenz (Chair),  Vacant (Vice-Chair),  Rick Stowell (Secretary),  Kyle Kaldahl (Treasurer)

Heidi Cuca,  Chris Cox,  Jud Jesske,  Jeff Lake,  Gary Pickering,  Kristy Plander,  Shayla Reed

**Staff invited:**  Aaron Hutton,  Mark L'Heureux,  Mike Milbourn,  Jeff Scheich

**Guests attending:** Rev. Michael Eckelkamp

## Desired Outcomes of the meeting:

- Advance progress on strategic plan and review of congregational policies
- Set preparations in place for transitioning in DoM

**Call to order / Opening prayer:** Tom opened the meeting and welcomed Rev. Eckelkamp who joined briefly via Zoom.

**Minutes from prior meeting:** Shayla moved (Jud 2<sup>nd</sup>) to accept the February minutes as amended by Rick to correct and clarify the PPP language. Motion carried. March minutes need similar modification of PPP language, removal of financial report numbers that were simply repeated, and removal of executive session notes from the minutes. Rick will revise accordingly and send out by email for approval.

Business Item: (led by)	Purpose: Inform/Discuss/Decide	Notes provided prior to meeting	Duration
1. Financials (Kyle K.)	Inform on current financial picture		15 min

## Discussion:

**March financials:** Kyle reported that our overall position has improved, though still is in deficit at this time.

**Audits:** FOC is getting quotes on audits. Discussion revolved around whether we need a full or procedural audit. A procedural audit is what's being recommended to serve our needs and be of the best value for CL. It was noted that this may not satisfy the concerns of the congregational members who are calling for a full audit.

**Policy changes:** Kyle is laying out a strategy for revamping financial policies, which is going to take some time.

Note: FOC minutes will be provided to LLB, but approved internally by FOC.

**Decision/Recommendations:** Feedback was provided to FOC.

2. Staff update (Mike)	Informational		5 min
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## Discussion:

Mike presented options for some key assistants on staff. A caregiving position and adult ministry position will likely be included in the next budget.

**Decision/Recommendations:** Feedback was provided.

3. Strategic Plan update (Mike M.)	Quarterly update on progress	Summary report provided	10 min
<p><b>Discussion:</b> Mike reported that we are on track in several areas. We are behind in the area of ‘enhancing the culture’ at CL and this will need attention as we move forward. Concern was expressed that lack of progress in this regard may hinder some ministry efforts, and put capital campaigns like Build for Christ – Sumner at risk. Having the DoM in place should provide some resolution (certainty) in this regard.</p>			
<p><b>Decision/Recommendations:</b> Area needs continued monitoring and attention.</p>			
4. LLB Orientation / Committees (Tom)	Discuss		10 min
<p><b>Discussion:</b> Tom presented his assignments of LLB member volunteers for the following committees:  <u>Policy:</u> Shayla, Kristy and Rick  <u>FOC reps:</u> Jud, Jeff &amp; Gary  <u>Personnel:</u> Heidi &amp; Tom</p>			
<p><b>Decision/Recommendations:</b> Policy, FOC and Personnel Committees were formed as noted.</p>			
5. Policy review (Tom L.)	Discuss potential Bylaws change; introduce review of Constitution		15 min
<p><b>Discussion:</b>  <u>Bylaws:</u> Tom initiated a discussion on women serving in LLB leadership roles. Discussion brought out general agreement that there is room and desire to utilize the talents of women in our congregation to a larger extent. There is considerable legwork to be done, however, in order to develop appropriate policy, and this development work should be done in concert with the new DoM.  <u>Constitution:</u> Mike has put together some initial guidance for the policy committee to use in its review.</p>			
<p><b>Decision/Recommendations:</b> Development of suggested bylaws changes were postponed until Rev. Eckelkamp is present to weigh in on [and prospectively inform] that process. Similar logic applies to suggested changes to our Constitution.</p>			
6. DoM Installation	Discuss key logistics for installing Pastor Eckelkamp		10 min
<p><b>Discussion:</b> Earlier in the meeting, Pastor Eckelkamp interacted with us via Zoom, indicating that he will be joining us as DoM in mid-June. He has been communicating with Autumn and Mike and is open to receiving communications from us that we believe are valuable for him. Some of the installation items we addressed included:</p> <ul style="list-style-type: none"> <li>• When? Before end of June but after he arrives.</li> <li>• What is an installation? What should installation of a DoM look like? Suggestion was raised to contact Rev. Snow for his input.</li> <li>• How to build into services, recognize family?</li> </ul> <p>LLB will need to help coordinate preparations and the event.</p>			
<p><b>Decision/Recommendations:</b> Continue communications with Rev. Eckelkamp and begin preparations for his installation in latter half of June.</p>			

**Executive session:** Shayla moved (Jud 2<sup>nd</sup>) to go into executive session to discuss an administrative matter. Motion carried. Executive session occurred prior to adjourning.

**Adjourn / Closing prayer** Meeting was adjourned at 7 PM.

### **LLB Meeting Agreements and Assignments: April 26, 2021**

<b>Who: Lead responsibility</b>	<b>What: Assignment</b>	<b>When: Timing</b>
Rick S.	Revise March minutes and send for email approval	< 1 week
FOC	Present proposal for conducting audit Prepare 2021-22 budget for review	By May meeting “
Tom L.	Continue communication with Rev. Eckelkamp and contact Rev. Snow	By May meeting