

# LLB Meeting Minutes: May 2023 (As approved 6-26-2023)

**Subject/Purpose:** Regular monthly meeting [deferred a week for Memorial Day]

**Date:** Monday, June 5, 2023

**Time:** 5:30 PM

**Place:** Meeting Space 3, Christ Lincoln Sumner

**Zoom connection:** NA

**Participants:**  indicates in attendance  absent

Terms ending:

**Members:**  David Mueller (Appt.),  Gary Pickering (1<sup>st</sup>),  Kristy Plander (1<sup>st</sup>)

2023

Jud Jesske (1<sup>st</sup>, Chair),  Shayla Reed (1<sup>st</sup>)

2024

Lori Johnson (1<sup>st</sup>),  Jeff Lake (2<sup>nd</sup>, Vice-Chair),  Rick Stowell (2<sup>nd</sup>, Secretary),  Cole Weihe (1<sup>st</sup>)

2025

Kyle Kaldahl (Treasurer)

202?

**Executive staff:**  Michael Eckelkamp

**Invited staff:** Mark L'Heureux (Executive Director of Schools & Facilities), Autumn Crable (Executive Director of Engagement), James Moseman (Executive Director of Finance & Generosity), and Sarah Batenhorst (Director of Operations)

## Desired Outcomes of the meeting:

- Any significant concerns with 2023-24 draft budget are raised and plans are put in place to address them.
- 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. with prayer.

**Minutes from prior meeting:** Gary moved (Shayla 2<sup>nd</sup>) to approve the April meeting minutes. Motion carried.

Business Item:	Purpose: Inform/Discuss/Decide	Material provided prior to meeting	Duration
1. DoM report	Inform; Set direction		25 min

**Restructuring:** Autumn highlighted progress on the organizational chart. The Director of Caregiving position has been moved under Executive Director of Worship. Staff are being engaged in the proposed rearrangements.

Policy changes needed include:

- Remove references to COO.
- Insert new titles.
- Make several minor changes.

**Discussion:** Can we make references to titles in the constitution generic, so every minor change in title doesn't require District approval? Policy Committee will look into this.

**Calls / Congregational Mtg:** Mark highlighted two new elementary school teachers in Christ Schools for whom calls need to be extended: Nicholas Deeter and Sarah Wright.

### Discussion:

- Should anything else be put on the agenda for the voters meeting or advertise it as a call meeting? Shayla advised against adding any policy for action since we have not heard back from District yet and policy language on the Treasurer's role has not been drafted.
- What notification is required and what is minimum resulting timeline? Shayla noted that since the amended constitution and bylaws are not officially approved, we are operating under previous/existing language concerning required notice.

Sanctuary pastor: Autumn noted that the search is down to 2 finalists – from an initial pool of 56 applicants. She indicated that staff aspires to have a person selected by July.

**Discussion:** Brief discussion occurred regarding the written recommendation from a member that Pastor Eckelkamp serve as the primary Sanctuary Pastor – largely for fiscal reasons – with preaching support provided by other pastoral staff. The general response was that this was not what Pastor E. was brought on to do and the proposed change in plans would significantly distract from his administrative and broader ministry role.

Register: Autumn relayed that Pastor E. and staff have a meeting scheduled to finalize the postcard to be sent out.

Desired outcomes: Kristy provided an update that progress has been made, but more work needs to be done.

**Recommendation:** Staff should schedule a date for a call meeting that satisfies existing and proposed requirements for notification.

## 2. Financial report

Inform

Report provided

40 min

Budget update: Kyle noted that the present version of the 2023-24 budget has a ‘deficit’ of about \$208k. He also noted that we are in the midst of transition from Excel to Martus; next year will be exclusively Martus. Sarah described the process for evaluating and refining sub-budgets. Generally, directors are responding favorably to the current process and changes.

Kyle reported that the proposed budget includes pay increases of:

- 2% for executive level personnel
- 4% for directors
- 6% for regular staff
- 5% if being moved into an executive director role (considering moving that to 7%)

He noted that these increases are below inflation but show support of staff and help us to retain personnel. The overall increase in budgeted expenses is 6% over 2022-23. Kyle would like us to target at least a 7% increase in the budget, as a healthy challenge to member giving. We are +\$68k thus far this year [still due largely to salary savings from unfilled positions]. The draft budget accounts for 3 new full-time and one half-time positions.

### Discussion:

- The increase in day-care payroll is about 25% to meet minimum-wage requirements.
- There was a strong suggestion that we assess pay levels for pastors – DoM and full-time campus pastors. This was last discussed during the process of hiring the DoM, but follow-up did not occur. A suggestion was made to tie above-standard increases for those in leadership positions to meeting desired outcomes.
- Considerable discussion took place on presenting a balanced budget. Do we present a balanced budget (~12% increase)? What options do we have to get a balanced budget at ~6%? What has been and could be done to encourage increased giving? Online giving has increased from 9% (pre-covid) to 36% now. Staff were asked to run scenarios for expenses and revenue generation that we could assess.

Add signer: Kyle requested that we add James as new signer for all depositor accounts of Executive Director of Finance & Generosity. This would relieve Pastor E. of being the only regularly available signatory.

***Kyle moved (Shayla 2<sup>nd</sup>) to approve James Moseman [as Executive Director of Finance and Generosity] to be an authorized signor on all deposit accounts. The motion was approved by unanimous vote of the members present.*** An email follow-up message was sent to all LLB members to affirm the vote and all responses received were favorable.

### Recommendations:

- Staff are to run budgetary scenarios for expenses and revenue generation that we could assess.
- The Personnel Committee should convene to assess pastoral pay levels.

**Decision:** James Moseman was approved to be an authorized signor on all deposit accounts.

<b>3. LLB roster</b>	Inform, fill vacancies	Committee roster provided	10 min
<p>Jud highlighted the committees we have in place and needs for fleshing out rosters. Some names were added at the meeting.</p> <p>Jud noted that the Nominating Committee needs to be filled out and conduct its activity over the summer in preparation for proper elections in the fall.</p> <ul style="list-style-type: none"> <li>- We need to consider who will serve in Executive Committee roles (including the Treasurer).</li> </ul>			
<p><b>Recommendation:</b> Committee chairs were charged to further engage their respective committees toward fully achieving their responsibilities.</p>			
<p>Meeting adjourned at 6:50 p.m.</p>			