

LLB Meeting Minutes: September 2023 (As approved 10-30-2023)

Subject/Purpose: Regular monthly meeting

Date: Monday, September 25, 2023
Time: 5:30 PM

Location: Meeting Space 3, Christ Lincoln Sumner
Zoom connection: Utilized by Jud Jesske who was traveling.

Participants: indicates in attendance absent (term, office if any) Terms ending:

Members: David Mueller (Appt.), Gary Pickering (1st), Kristy Plander (1st, Personnel Chair) 2023
 Jud Jesske (1st, Chair), Shayla Reed (1st, Policy Chair) 2024
 Lori Johnson (1st), Jeff Lake (2nd, Vice-Chair), Rick Stowell (2nd, Secretary), Cole Weihe (1st) 2025
 Kyle Kaldahl (Treasurer) 202?

Executive staff: Michael Eckelkamp (Director of Ministries)

Invited staff: Autumn Crable (Executive Director of Engagement), Ryan Burger (CL Foundation President and Treasurer)

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: Judd opened the meeting at 5:30 p.m. and delegated direction of the meeting to Jeff. Pastor led us in prayer.

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

Business Item:	Purpose: Inform/Discuss/Decide	Material provided prior to meeting	Duration
1. Personnel items	Update and decide on approach		45 min

Fair Labor Standards Act: Autumn described how changes in thresholds for salaried workers may impact the number of FSLA-impacted employees at CL. Seeing that the increase in pay required to have all impacted employees remain salary-eligible is significant, some of these employees will need to revert back to hourly employees. Some may appreciate going back to being paid on an hourly basis, while most will lose some valued benefits.

Discussion: We discussed strategies to address the six individuals expected to be impacted. Strategies and options differed between director and coordinator positions.

- **Kristy moved (Gary 2nd) to increase the compensation for the two director positions to bring them up to salary-eligible levels using roughly \$6k in above-budget dollars.** Motion carried.
- **Kristy moved (Shayla 2nd) to convert impacted coordinator positions to hourly and extend vacation accrual through the end of 2023.** Motion carried.

Christmas bonuses: Autumn discussed the status and challenges of bonuses. About 160 individuals are involved. Bonuses have not been included in past budgets. Recent CL bonuses were funded privately. Primary strategies put forward included considering bonuses:

- only if a surplus exists in the budget;
- when supported by private donations (Jud said the CL Foundation has interest in managing bonus fund); or
- as an outcome of performance evaluations, budgeting in merit bonuses to be paid to high-performers.

Discussion: Concerns were expressed about bonuses becoming common expectation; being a back-end approach to increase pay; over-extending the budget, etc. The earliest that budgeted bonus policies could be implemented is during the 2025-26 fiscal year. Continued attention is needed to address concerns.

DoM title: Kristy suggested we revise the Director of Ministries title to improve clarity and align better with the relationships of positions in our organizational chart.

Discussion:

- Generally thought that it appears odd to have a director at an equal or higher role than executive directors.
- A change would help our effort to justify pay ranges for positions [based upon title and role].
- What effect will this have on policies? Shayla did not think there would be effects for our constitution, as the title is worded generally there. Bylaws and policy manual will need to reflect any proposed change.

Kristy moved (Shayla 2nd) to change the DoM title to “Senior Executive Director of Ministries”. Motion carried.

Decisions:

- Approved increasing the compensation for two director positions to bring them up to salary-eligible levels under the Fair Labor Standards Act.
- Approved moving FLSA-impacted coordinator positions to hourly positions and extending their vacation-accrual through the end of 2023.
- Approved a change in title of the Director of Ministries to the Senior Executive Director of Ministries.

2. DoM report	Inform	LL Association presentation, reports on Christ Schools and facilities	20 min
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Lincoln Lutheran Association: Pastor E. noted highlights from Mark L’Heureux’s written report:

- We have met with LL teachers who are CL members and with CL staff. Their chief concerns relate to our students’ status regarding the association grant and CL’s capability to develop a funding model for our support of LL and our students there.
- We will meet with parents via meetings on October 2nd and 9th.

Discussion: Pastor E. highlighted that fruits are resulting from our action in terms of dialog with LL. Regarding reactions of parents of LL students, he acknowledged that some are upset; largely due to over-reacting, thinking that CL is not going to support LL or students attending LL.

Christ Schools: Mark highlighted that CL School’s enrollment is 174 – the highest ever! Childcare classroom enrollment is maxed out based upon present available staff. Staffing remains a challenge – especially for childcare.

Sanctuary pastor: Pastor E. reported that the candidate will visit here toward the end of October to interact with the call committee and invited persons from LLB and CL staff. A positive visit is anticipated to lead toward a call.

Register/roster of members: Pastor noted that 460 cards were mailed and responses are filtering back to us.

Preparation Team: The team is working on a policy for contingencies.

Stewardship events: James and Pastor E. are working on a slate of events.

Discussion: Pastor noted that more than 700 youth are participating in family ministry programs! He shared his concern for a ‘stressed staff’ and sustaining people and programs.

Recommendation/Decision: NA

3. Old Business	Update and advance		15 min
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Congregational meeting: The date (November 19th) needs to go on the CL website.

- Shayla noted that all proposed revisions have been updated and are ready to be posted. We will operate under bylaws approved through the 2022 meeting. Constitutional changes are not in effect yet.
- Jeff reported that nominations for LLB members are being considered by the Nominating Committee.

Discussion:

- There was discussion about solicitation of nominations and priorities to consider in vetting nominations (i.e., representation of members in different worship spaces, specific talents desired), and procedures. Jeff noted specific efforts to solicit names from the congregation and attention given to ensuring representation from a member attending Sanctuary worship this year. The nomination process was generally thought to be improved over prior years. Jeff said it will be desirable to hone the process over time.
- The agenda should include a 'financial climate' report.

Recommendations: Continue work to get action items ready for advance notice to the congregation.
Include a 'financial climate' report on agenda.

4. New Business

Inform

15 min

Staff appreciation event: Jud reported that he has been in communication with the CL Foundation about sponsoring such an event.

CL Foundation: Ryan Burger introduced himself and the CL Foundation. He described the role of the foundation and general operational practices.

Discussion: Ryan responded to questions about annual outlays (4% of assets), the make-up of designated and undesignated funds, investing for long-term legacy giving, and some financial logistical matters.

Recommendation/Decision: NA

5. Committee reports

Update

10 min

Financial: Kyle noted that giving in August was up 6% over August of 2022 and about \$140k above budget for July and August.

Nominating: Jeff noted that the Nominating Committee consists of Jud, himself, and four lay members. Pastor E. assisted greatly in bringing forward names in an ex-officio role.

Policy: Shayla said she is looking at policy review and deadlines; is looking to assemble master timelines. What is required to change the Policy Manual?

Personnel: Kristy said the committee will continue to look into bonuses.

Recommendation/Decision: NA

Meeting adjourned at 7:20 p.m.