**Christ Lutheran Church (CLC)**

**Lay Leadership Board**

Approved Minutes

October 26, 2020

Chairman Tony Saeger called the meeting to order at 5:30 p.m.

**LLB Members:**

|  |  |  |
| --- | --- | --- |
| **Members** | **Present** | **Absent** |
| Tony Saeger - Chairman | X |  |
| Ryan Wittman - Vice Chairman | X |  |
| Valerie Dorfmeyer - Secretary | X |  |
| Heidi Cuca | X |  |
| Tom Lorenz | X |  |
| Gary Pickering | X |  |
| Kristy Plander | X |  |
| Rick Stowell | X |  |
| Chris Cox | X |  |

**Staff in attendance:** Mike Milbourn, Pastor Aaron Hutton, Pastor Jeff Scheich

**Guest**: Kyle Kaldahl

**Spiritual Nurture:**  Opening prayer led by Tony Saeger

**Secretary Report:**

1. The Minutes from the September LLB meeting held September 28, 2020 were approved with a motion by Gary Pickering, seconded by Rick Stowell. Motion carries.

**LLB Business**

**Treasurer Role**

Kyle Kaldahl, congregation treasurer, is a guest for the October meeting. A policy is being developed to define the Treasurer position: length of term, time commitment, succession plan, training/transition plan, ex-officio (non-voting) member of LLB

**Monitoring**

1. Mike Milbourn, Chief Operations Officer, provided the following updates –
   1. Revenue was down in September but looking better for October. Revenue and expenses continue to be closely monitored.
      1. Giving trends – two weeks of the month are up while the other two are lower
      2. School budget is on track – Tuition comes in on different schedules
   2. Town hall meeting went well – showed leadership is being transparent and good stewards of giving.
      1. Cash Fund – There is currently 2 ½ months of contingency money on hand which meets the Policy provisions.
   3. Operations
      1. Key staff member back from leave
      2. Benefits enrollment period
      3. Town hall – staff has ideas to improve quarterly meetings going forward
      4. LLB training – develop ongoing training for board members
      5. Desired Outcome report – reviewed status of desired outcomes
      6. Mission of the Month – focus giving to a specific mission for each month - review the impact for each mission/organization – 3 National, 3 International, 6 Local
2. Aaron Hutton provided the following updates –
   1. 21 Days of Prayer and Fasting – daily message and prayer guidance which began on October 25
   2. Pastor Santi Keinbaum update – call to Trinity Lutheran Church for Spanish Ministry
3. Jeff Scheich provided the following updates –
   1. Women’s Role in Church study – Pastor Scheich developing course key staff members
   2. Discussion of upcoming Christmas season services – in-person or online will be guided by directed health measures in place at the time

**Annual Congregational Meeting**

1. Agenda review
2. LLB member nominees
3. Debt retirement fund
4. Survey results
5. Other items to be added

**Policy Committee**

1. Chris Cox & Rick Stowell working with James Moseman & Mike Milbourn reviewing Policy Manual, Bylaws and Constitution and logging items for review by LLB.

Motion to Adjourn by Ryan Wittman with a Second by Gary Pickering. Motion passes.

Closing prayer by Tony Saeger