

# LLB Meeting Minutes: December 2023 (As approved 1-29-2024)

**Subject/Purpose:** Regular end-of-year meeting

**Date:** Monday, December 4, 2023  
**Time:** 5:30 PM

**Location:** Remote only  
**Online:** Connected by Zoom

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

**Members:**  David Mueller (Appt.),  Gary Pickering (1<sup>st</sup>),  Kristy Plander (1<sup>st</sup>, Personnel Chair) 2023  
 Jud Jesske (1<sup>st</sup>, Chair),  Shayla Reed (1<sup>st</sup>, Policy Chair) 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 (Senior Executive Director of Ministries)

**Invited staff:** Paul Kasaty (Executive Director of Worship Ministries)  
 Autumn Crable (Executive Director of Engagement)

**Guest:** Ron Bender

**Desired Outcomes of the meeting:**

- Initiate follow-up actions from congregational meeting and set direction for 2024 with new members
- 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. Paul gave devotional on Advent preparation with prayer.

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

Business Item:	Purpose: Inform/Discuss/Decide	Material provided prior to meeting	Duration
<b>Ministry report</b>	Provide updates		15 min

**Paul's vicarage:** Paul reported that he will next will enter an extensive preaching phase [in St. Louis]. He is enjoying approaching education and his vicarage role as a more-mature, family man. His completion date is estimated to be summer of 2026. He has been hearing concerns that he will leave CL after he completes his vicarage. He asked for assistance in clarifying that this is not his intention, and he plans to be able to serve the congregation in new and different ways.

**Worship arts:** Paul noted that the larger maintenance items generally have been or are being addressed. Other maintenance items have been identified, such as repairs to the organ, and are going into the needs bucket for ongoing maintenance.

**Pastoral call:** Autumn relayed that the call has been extended to Rev. Potts with allowance for some time to consider the call and make his decision. If the call is accepted, help in finding housing may be desired and/or requested.

**Member roster:** Paul reported that after follow-up contacts were made, we received considerable response, including from those who take in the livestream or archived services. Some lessons have been learned to enhance tracking of attendance and communication with individuals on the contact list.

**Decision:** NA

Old Business	Set agenda and inform		40 min
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**1. Congregational meeting follow-up**

Minutes: Rick highlighted the draft version of minutes and solicited feedback, especially regarding names associated with motions. He will send out an updated draft by email for review and approval.

Pastoral call: A call was extended as discussed earlier.

Constitution & Bylaws: Concerns and comments received at the meeting highlighted that members place a priority on being informed. Shayla encouraged us to continue to look for an acceptable way to present proposed amendments to the congregation utilizing modern technology, so we don't take worship time to read them. It was noted that this should not be needed very often in the future. People have different communication preferences, for example some prefer hard-copy information. The video announcements do take staff time, but in-person reading of resolutions is very challenging as well. The general sense was to hold off for now on developing an alternative to failed Resolution 2B and consider needed Bylaws changes.

We need to ensure that congregationally approved policies are fully approved. For example, from the 2021 congregational meeting, the following approved resolutions to the Bylaws need to be submitted to District for approval and be included in updated policy:

- a. Article II: 3. – Enumerate a quorum as at least 25 voting members being present. Allan Lierman moved (Jud Jesske 2<sup>nd</sup>) to approve this amendment requiring that at least 25 members be present for conducting official actions and votes. Motion carried by voice vote without dissent.
- b. Article V: 3. – Allow LLB members to serve up to two consecutive terms. After a couple of clarifications of the wording, Don Knop moved (Allan Lierman 2<sup>nd</sup>) to approve this amendment allowing LLB members to serve up to two consecutive terms. Motion carried by voice vote without dissent.

Elections: Jud is looking into managing terms – seeking to maintain balance and continuity while staying in compliance with policy. We will proceed with on-boarding recently elected members while following-up on the status of the congregationally approved two-term allowance.

Concerns were raised regarding limiting the Treasurer to 4 years of service time. This raises the need to get additional support from staff and/or train an individual on the FOC to become Treasurer.

Desired Outcomes: We need to get Desired Outcomes approved at the next voters meeting and/or confirm/clarify what is necessary to comply with policy.

**2. Appreciation event for staff**

Jud reported that CL Foundation will contribute up to \$10k in matching funds for an organized staff appreciation effort. Guidance provided by the Foundation stated that up to \$100 per person can be provided as a bonus or similar compensation without tax obligations. Jud would like to combine an appreciation event with presentation of bonuses.

***Gary moved (Shayla 2<sup>nd</sup>) to allocate up to \$20k (not including matching dollars received from the Foundation) for supporting the staff appreciation event and bonus. No further discussion occurred. Motion passed without dissent.***

Jud then communicated that he would like to conduct the event the last Friday in January – or close to that date. Subsequent discussion raised concern about squeezing event planning into the short time frame posed [with the holidays intervening and without an intermediate LLB meeting]. Jud expressed the importance of timeliness in this matter and his willingness to lead organization of the event.

**Decision:** Approved allocation of funds toward staff appreciation efforts – event & bonus.

<b>New Business</b>			30 min
<p><u>Functioning of the LLB:</u> Jud noted that he will commit time to the following prior to the initial [January] meeting of 2024:</p> <ol style="list-style-type: none"> <li>a. Re-balancing of terms [if and where necessary]</li> <li>b. Working committees – Jud plans to have committee rosters assigned for the January meeting. Committees need to develop and improve documentation of roles, responsibilities, timelines, etc.</li> <li>c. Staff-person as administrative assistant to the LLB. <ul style="list-style-type: none"> <li>- Ongoing tasks can be overwhelming for board members serving in a volunteer capacity. Transitions in membership, leadership present significant challenges – including loss of institutional memory, lack of training and/or sharing of knowledge by predecessors, etc.</li> <li>- We need to improve and facilitate the transition from a hard-copy binder → e-documents {and shared folders} in a way that accommodates LLB members who have a diverse range of backgrounds in and/or comfort level with technology [systems].</li> </ul> </li> </ol> <p><u>LLB retreat:</u> Jud indicated that the date and logistics for a retreat are yet to be determined. Needs were discussed and key agenda items were set as:</p> <ul style="list-style-type: none"> <li>- On-boarding of new members</li> <li>- Visiting, refining, and fleshing out responsibilities of subcommittees. Current policy has us needing a school subcommittee.</li> <li>- Providing opportunities for working sessions (not just receiving information).</li> </ul>			
<b>Recommendations:</b> NA			
<b>Reports</b>	Update		0 min
<p><u>Financial:</u> None  <u>Nominating:</u> None  <u>Policy:</u> See above  <u>Personnel:</u> None</p>			
<b>Recommendation/Decision:</b> NA			
Meeting adjourned at 7:05 p.m.			