

# LLB Meeting Minutes: January 27, 2025 (Approved)

**Subject/Purpose:** Regular monthly meeting

**Date:** Monday, January 27, 2025  
**Time:** 5:30 PM

**Location:** Virtual only  
**Online:** Zoom meeting

**Participants:**

LLB Members:     indicates in attendance     absent    Name (LLB term) Office held if any

x Todd Loseke (1 <sup>st</sup> 2026) Chair	x Kristy Plander (2 <sup>nd</sup> 2026) Personnel Committee Chair
x David Mueller (1 <sup>st</sup> 2026) Vice-Chair	x Shayla Reed (2 <sup>nd</sup> 2025) Policy Committee Chair
x Tony Saeger (1 <sup>st</sup> 2027) Secretary	x Ron Bender (2 <sup>nd</sup> 2026)
x Kyle Kaldahl (1 <sup>st</sup> 2027) Treasurer	x Lori Johnson (1 <sup>st</sup> 2025)(via zoom)    x Rick Stowell (2 <sup>nd</sup> 2025)

CL staff: Michael Eckelkamp (Senior Executive Director of Ministry)

Guest: Mike Nichols

**Desired Outcomes of the meeting:**

- Leaders have feedback and direction desired to advance highlighted ministry items.

**Agenda items**

**Call to order:** Todd opened the meeting at 5:30 p.m.

**Minutes:** *Ron moved (Shayla 2<sup>nd</sup>) to approve the minutes for the December 9 meeting. Motion approved without dissent.*

Business Item:	Purpose: Inform/Discuss/Decide	Material provided prior to or at the meeting	Duration
Ministry report	Provide update	Making Room report	30 min

**1. Essential Outcomes**

Pastor Eckelkamp provided a video report on the progress of essential outcomes. Key points include consolidating communication pathways into a single newsletter by summer, holding quarterly executive meetings and planning a retreat to improve ministry relationships.

Discussion: It was clarified that the current desired outcomes were voted on by the Congregation in November of 2024 and are currently in effect until July of 2026 (i.e. 2025-26 fiscal year). Work will initiate on the 2026-27 desired outcomes in July of 2025 and will be finalized for LLB approval in August of 2025 with congregational approval to be held in November of 2025.

**2. Budgeting**

Pastor reported that the budgeting process is improving each year thanks to James Moseman, Kyle Kaldahl and the FOC. 2026/2027 budgeting process is underway with ministry directors in resource evaluation. Also under consideration are staff retention strategies including gym memberships, conference attendance etc.

**3. Yankee Hill Call Committee**

The YH call committee is in the pastor candidate site visit phase. It is expected that the two final candidates (or perhaps a single candidate) will visit in March. A mid-week visit will be scheduled so that

the candidate(s) may observe the daily workings of the church. The staff is budgeting for six months overlap between new pastor arrival and retirement of Pastor Scheich.

**4. Roles of Men & Women Bible study**

“The Roles of Men and Women in Leadership Bible Study” is going well with 3<sup>rd</sup> session of five week of 27 January. There is some thought of adding one more session. Question/answer session is especially beneficial.

**Recommendation:** Continue efforts.

<b>Old Business</b>			25 min
---------------------	--	--	--------

**1. Policy Manual Update:**

Shayla reported that the remaining policy manual reviews will take place over the next 8 months. The schedule for these reviews was prepared by Shayla and provided to Todd to be included in the LLB calendar. Kyle indicated that the finance policy needs to be consolidated and updated. Kyle to meet with James.

**2. Staff Appreciation Event**

The general sense was that this event was well received and four staff members that provided feedback said the event was great. Suggestions for the future included use of name tags and some type of staff introductions would be helpful. Another suggestion was to find a venue that allowed for better circulation for people to meet and greet. Rick suggested an advance PowerPoint be provided with staff names and bio’s.

**3. Congregational Survey**

Kristy reported that the survey had launched, and data is being summarized. It was suggested that Josiah attend the February (or perhaps March) meeting to discuss the results.

--	--	--	--

<b>New Business</b>			10 min
---------------------	--	--	--------

**1. LLB Vacancy**

Mike Nichols visited the meeting as a potential candidate to fill the vacancy position on the LLB. Mike is a lifelong member of the LCMS and his family currently attends the Yankee Hill campus. He currently works at Nelnet. Mike is to meet with Pastor Michael who will provide the LLB a recommendation followed by an email vote prior to the February meeting.

**2. LLB Committees**

Todd provided the following committee assignments:

- Policy Committee - Shayla(chair) Tony, Rick
- Personnel Committee - Kristy (chair) Ron, Lori
- FOC Committee, Todd - Kyle, Rick (Todd to consult with Kyle for at large member)
- Nominating Committee - David (chair)
- Lay Eldership Committee – Todd, David, TBD after consultation with Pastor Michael

**3. LLB Calendar and Desired Outcomes**

Todd provided the LLB calendar with events to be discussed each month

Discussion: Pastor Michael brought up the need for a Strategic Plan and the “plan to complete the

Strategic Plan.”

It was also discussed to add specific ministry areas to be highlighted on the calendar (Lincoln Lutheran as an example or perhaps a Foundation visit one month). Pastor Michael is to discuss this with the Executive staff.

Shayla provided a schedule of policy reviews to be included in the calendar

#### 4. Training/Orientation Accreditation for the school

David indicated that as the LLB is the schools oversight board and that a lack of training would most likely be noted. This should not prevent accreditation but should be addressed. Kristy will provide David with evidence of board training from 2023 for the accreditation visit. David will provide that information to the accreditation visit preparation team.

#### 5. Using AI for LLB assistance

Tony suggested that we use Otter AI for note taking support at LLB meetings. All were in favor of its use. Kristy provided a subsequent report on legal ramifications for further discussion.

#### 6. Retirement celebrations

April 27 is set on the church calendar for Pastor Schnake celebration. Norm and Karen Shaeffer are organizing this event.

Pastor Scheich is to retire in December. Plans for his celebration are TBD but an initial budget has been prepared.

<b>Reports</b>	Update		10 min
<u>Financial:</u> Kyle reported November net results were \$112k worse than budget, but December net results were \$31k better than budget. This brings the fiscal year-to-date net position to \$108k better than budget.			
<u>Nominating:</u> See point 1 under new business above on Mike Nichols discussion.			
<u>Personnel:</u> No report			
<u>Policy:</u> See above under old business point 1.			
<u>Congregational survey:</u> See above under old business point 3.			
<b>Recommendation:</b> NA			
Meeting adjourned at 7:05 p.m.			

<b>LLB Meeting Agreements and Assignments: February 2025</b>		
<b>Who: Lead role</b>	<b>What: Assignment</b>	<b>When: By</b>
Pastor Michael	Invite Josiah to present survey results	Feb Mtg
Pastor Michael	Meet with Mike Nichols to discuss the LLB open position then provide recommendation to LLB	Complete by Feb Mtg.

Kyle	James and Kyle to meet to discuss the Financial Policy	TBD
Shayla	Provide Policy manuals, Constitution and Bylaws to LLB	Feb Mtg.