

GSLC Board Meeting Agenda
Monday, February 17, 2025 6:30 p.m. (CT)
Madison Campus

☐ Vern Andren (President) ☐ Karen Smith (Secretary) ☐ Tyler Gold (Treasurer) ☐ David Vogt ☐ Paul Hutson ☐ Liz Deterding ☐ Deni Naumann ☐ Tonya Schram ☐ Pr. Craig McMahon (Interim Lead Pastor) ☐ Rick Blum (Director of Administration)

Excused: Betsy Johnson (VP)

Guests: Steve Frei (ITF), Elizabeth Foste-Ackermann (Call Committee)

The meeting was called to order by Board President Vern Andren at 6:30 PM. Pastor Craig led the Board in an opening prayer.

Approval of Minutes

The January Board meeting minutes were presented. **Deni made a motion to approve the minutes and Dave seconded. There was no discussion and the minutes were approved.**

The Interim Task Force meeting minutes from January 21 and February 3 were presented. The Board discussed whether or not to publish the ITF minutes on the website. Dave suggested that part or all of the ITF meetings could go into a closed session.

Action Item: Dave will review options for publishing/posting the ITF meeting minutes and report back to the Board next month.

The ITF minutes will be reviewed again at the March Board meeting.

Financial Report

Tyler reviewed the financial statements with the Board and reported that the January budget deficit was \$110,000, but a large part of this was due to the fact that there were three payroll cycles. Last year the extra payroll was in March. Other than that, there were no other large impacts this month. Deni asked for a current update on giving. Rick said the feeling is mixed. Last year's giving was higher than expected, but we're down year to year. He added that some of the downturn in giving is because two big donors moved out of the area; it's not a sign that people are turning away from church. Overall, January giving numbers are strong. Rick concluded by saying the general fund still needs to be above \$250k. We are currently carrying less staff, but that's not giving us as much relief as we thought. **Liz moved to accept the financial report and Paul seconded. The motion carried.**

Administrative Report

Maintenance Costs:

Steve Frei provided an update on mechanical expenses and systems that need repair. The Board had previously talked about engaging a contractor for maintenance. Bassett proposed a

maintenance contract that would be \$60,000 for the first year, but the cost for subsequent years is not clear. They would use the first year to estimate needed repairs of all equipment moving forward. Their contract does not include replacement, only repair.

Hooper's proposal was \$84,217/year. They would lock in repair rates for 3 years if we signed a 3-year contract, but equipment prices would be subject to inflation increases. Not included in their estimate were the air handler replacement (appx. \$200,000) and pneumatic control replacement (\$180,000 in Madison, \$70,000 in Verona, although it's unclear if Verona's needs to be replaced).

Capital/Personnel Campaign:

Rick has reached out to 3 consultants. A realistic timetable would be to tie in with the 2026 general campaign in September or October. Rick would like to have all 3 consultants present proposals based on personnel and capital needs. There was a discussion about how to present the campaign to the congregation. Dave said we should focus on how the campaign will increase the capacity of the personnel. Deni was concerned that we've lost the connection to our Strategic Plan. She suggested that we need to relate the campaign to our ministries. Rick reminded the group that there's also an option to do this without a consultant.

Action Item: The Board agreed that Rick should contact the consultants and ask them to submit proposals for our 2026 financial campaign.

Rick reported that he has hired a Facilities Manager, Jeff Boardman, who will start in March. He also let the group know that Jessica McCarty has been reassigned, and her title is now Visitation Chaplain. Mark Renner will step away from that role.

HR Committee

Deni reported that the HR Committee is working on the employee handbook. They completed the hiring process documentation and posted it on SharePoint. They are also working on Conflict of Interest and Confidentiality Statements for the Board.

President's Report

Vern once again thanked the Board for their help at the staff appreciation event that was held in January.

Fundraising

Tyler presented a draft of a fundraising policy to the Board. He said the by-laws are vague regarding fundraising. The Finance Committee was discussing how government funding is going away for many groups and we might expect requests for fundraising. Tyler sent out a draft policy regarding fundraising at our two locations, and which groups should be given priority. Historically, Good Shepherd's CYF ministries have always been the priority. Tyler reported that God's Hands & Feet has recently asked for options for fundraising. The original fundraising request was 3 years ago from

Just Bakery. Tyler explained that this policy will be a guideline for the Board when these requests come in.

Action Item: Vern asked that Board members review the fundraising policy draft over the coming weeks and we will vote on it next month.

Dave asked why not just limit fundraising to CYF, or to ministries that are supported by our committees. Deni suggested that we just have guidelines, not a policy that requires Board approval for everything.

Action Item: Deni, Tyler, and Rick will work to develop guidelines for fundraising. Vern asked Deni to send those guidelines out this month and the Board will review them at the next meeting.

Paul raised the question as to whether the Scouts are part of our outreach. The Board said yes, as long as they are endorsed by one of our committees.

Verona Transition Task Force

Dave made a motion that the Board move to an executive session at 7:18pm. Paul seconded the motion. The motion was approved.

Dave moved that the executive session conclude and Paul seconded. The motion was approved and the executive session ended at 7:23pm.

Call Committee Update

Members of the Call Committee had a meeting with Bishop Joy and learned that the MSP did not upload properly with the latest updates. Elizabeth has re-updated it and is working with the Bishop's assistant to assure that the changes have been made. The Call Committee has a final mock interview next week with Pr. Dave from Bethel, who is the pastor of another large congregation. Paul asked if the Bishop provided any initial insight regarding the changes. Liz said she was happy that we provided more specifics about our current pastoral staffing.

Deni has gotten several emails about where we're at in the call process. She stressed that we need clearer, more specific communication. Steve said that a weekly update would be helpful. Liz said there aren't enough things to update weekly and Lent will be a slow time for the call process. Pr. Craig said we need to reassure congregation that the Call Committee is being deliberate and taking their time, in order to alleviate anxiety. We need to support the Call Committee in any way we can and pray for them. Rick suggested that the Call Committee put together a monthly update for the Messenger.

Internal Task Force Update

Steve provided an update from the ITF. The ITF meets tomorrow night (2/18) with Rachel Breitbach, who is the HR Committee chair. Steve has put together a Power Point that summarizes the work of the ITF including their charge and a summary of their research with other churches. The ITF is asking for Rachel's guidance for discussions with pastors and staff because her background is in change management. The task force also be reviewing the Verona Site Pastor position description. They are looking at finding out current different demographic information about our services.

Interim Lead Pastor's Report

Congregational Life Discussions

Pastor Craig reviewed the congregational life discussion that was held Feb. 16 at Madison campus. There were several takeaways from that gathering, not the least of which is that members of the congregation don't know what a site pastor is. These conversations are new for our congregation. He also observed that there is uncertainty about the role of the Board of Directors as a representative governing body. The Board then discussed what, historically, had been the process for calling a new pastor. Dave asked when the last time was that we created a pastoral role. The Board agreed the last time we created a pastoral role was when we brought Pastor Tim Nybrot on to start up the Verona campus.

Pastor Craig also observed that it's very clear that the congregation wants all the pastors to rotate preaching at both locations. He also commented that people are very confused about the timing of the two pastoral calls. They don't realize that the Lead Pastor will be in place long before the Site Pastor, and that the new Lead Pastor will be part of the call process for the Site Pastor. He stressed that this needs to be clarified for the congregation.

The discussion about the congregation life session continued. **Liz made a motion that the Board enter an executive session at 7:59 pm. Dave seconded. The motion carried.**

Dave moved that the executive session conclude at 8:08 and Paul seconded. The motion carried.

Children, Youth & Family

Pr. Craig and Rick have a meeting on 2/18 with Stacy Nemeth (CYF chair), Greg Simmons (HR Committee), Sarah Iverson, and Joanne Zastrow. Pr. Craig gave Sarah and Joanne guidelines for creating short-term and long-term solutions, for summer and fall respectively. March 1st is the deadline for the CYF staff to submit their plan for the summer. Pr. Craig's guidelines stated that there should be no extra work for Sarah, and the interns will have to be managed by an adult and not another intern. The meeting will also discuss the CYF position descriptions, and how we will fill those positions. Pr. Craig advised the Board that we need to think about how filling these positions will affect other areas of Good Shepherd as we continue to address staffing needs throughout the organization.

Site Pastor Approach

Pr. Dara, Pr. Sheryl and Pastor Craig tried to figure out how to preach 2 times per month and preside 3 times per month. Pr. Craig said that they determined this is not possible with the current capacity.

Additional Action Items:

Liz asked that Board members please check with their committees to see if committee summaries and rosters are up to date on the Good Shepherd website. Any updates should be sent to Steve Ackerman.

Rick informed the group that any and all committee updates for the March Board meeting need to be sent to him by March 10th.

Deni asked if regular committee updates could return to the Board agenda. It was decided that we will ask Stacy Nemeth from the CYF Committee to provide an update at the March Board meeting.

Next Meetings

Monday, March 17 - Board Meeting

Monday April 28 – Board Meeting (this change is due to Easter Sunday falling on April 20)

The meeting was adjourned with the Lord's Prayer at 8:20 pm.

Respectfully submitted,

Karen Smith
GSLC Board Secretary

Good Shepherd Mission: In response to God's love and grace we...Welcome as we have been welcomed, forgive as we have been forgiven, serve as we have been served. Good Shepherd Vision: By the grace of God and the love of Jesus Christ, we will meet each person where they are, and invite them into transformative relationships with God, each other, and the communities in which we live and serve. We will cultivate and empower lay leaders to support this life-changing work at Good Shepherd and beyond.