

GSLC Board Meeting Minutes
Monday, July 21, 2025 6:30 PM
Madison Campus

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

Excused: Deni Naumann

Guest: Greg Simmons, HR Committee

Board President Vern Andren called the meeting to order at 6:30 PM.

Opening Prayer

Interim Lead Pastor Craig McMahon led the Board in an opening devotional about The Lord's Prayer. He read the version from Luke Chapter 11, which is shorter than the version from Matthew that we traditionally use. He pointed out that all the pronouns in The Lord's Prayer are plural because it's a communal prayer - Jesus taught the disciples to pray together. He reminded the group that after this meeting, the Board's "we" will be different due to the departure of Betsy, Tyler and Dave. He and the rest of the Board thanked them for their efforts over the last three years.

Approval of Minutes

Karen Smith presented the June Board meeting minutes. **Tyler made a motion to approve the June minutes and Paul seconded it. The motion carried unanimously.**

Betsy then asked if there needed to be a motion to disband the Interim Task Force and call the Verona Transition Task Force. **Betsy made a motion to disband the ITF and Tyler seconded it. The motion carried unanimously.**

HR Committee Update

Greg Simmons, from the HR Committee, informed the Board that the Employee Handbook rollout is in process and Rick Blum will distribute the handbook at the end of this week for discussion at the 8/5 staff meeting.

The Non-Disclosure/Confidentiality Agreement and the Conflict-of-Interest Policy will be distributed to the Board for their signatures at the August 18 meeting. Employees have confidentiality guidance in the handbook and will not need to sign the separate agreement. Committee Liaisons will present both documents to the committees after the liaisons are assigned at the August Board meeting.

Greg said that members of the HR Committee have offered to attend committee meetings to help roll out these documents. The documents should be signed by employees by the end of August, and by the Board and committee members as soon as possible, given that some committees do not meet every month.

Lastly, Greg said that Exit interviews for the three outgoing board members are being scheduled, and questions are being developed.

Financial Report

Tyler reported that the estimated contributions for FY '25 are \$2.008 million. This is above last year's total, but under budget by \$30,568. At the end of June, total cash and investments amounted to \$1.056 million, up \$156K from the beginning of the fiscal year. The General Fund has increased from \$496,430 to \$574,578, which meets the Finance Committee's 3x average monthly cost threshold. However, the Employee Retention Tax Credit money is in General Fund and has not been moved to a restricted account yet.

Total FY '25 program expenses are \$2.14 million, which is \$275K under budget and up \$67K from last year. Significant variances included building repairs that were not done, and Facilities and CYF being understaffed for part of the year.

Tyler presented the following motion from the Finance Committee:

The Finance Committee recommends the Board changing the HOFF (Helping Other Family and Friends) church fund policy from being eligible to "members only" to "members and active non-member participants." This recommendation would include the creation of objective metrics to define active participation by the Outreach Director and Pastor of Mission Outreach.

Tyler told the Board that the HOFF Fund used to be for members and active non-members but in 2019, Pr. Joe Brosious created Keeping Neighbors Connected, which helped non-members. The HOFF then changed to helping members only but has not been tapped. The GSLC staff has been receiving requests from non-members for help and has requested the HOFF Fund return to helping active, non-member participants. The Finance Committee wants to define an active, non-member. Pr. Dara and Rick Thomas will create that definition and bring it to the Board.

Rick Blum said that there are 5 people who fund The HOFF Fund. Recipients may receive \$250 per year, but Tyler suggested that the amount should be increased. There was a question as to whether the people who donate to the fund know that it is untapped. Rick suggested we let them know. **Paul seconded the Finance Committee's motion and the Board approved it unanimously.**

Paul then made a motion to approve the Financial Report. Dave seconded it and the motion carried unanimously.

Administrative Report

Rick presented the Fiscal 2026 Budget that appears in the Annual Report, including the slight surplus of \$2,916. He pointed out that FY '26 contributions were based on \$1.6 million that was forecasted for 2025. We didn't quite make that number this year so the 2026 forecasted contributions are actually closer to a 7.5% increase. He suggested several options: do we need to find \$40k of savings, do we show a budget deficit, or do we stick with the current contribution forecast? Dave pointed out that the assumption of salaries is already incorrect because it assumes full staffing on July 1, 2025. He added that the variability in salaries makes up for the variability in contributions.

Call Committee Update

Liz told the group that the Call Committee has received the first pool of paperwork from candidates and interviews are scheduled for this week and next week.

Interim Lead Pastor's Report

Pr. Craig said there are three items that will be addressed in the next Board meeting on July 27: election of officers, distribution of onboarding documents, and establishing next year's meeting calendar. He said that our constitution calls for a paper ballot for the election of officers. Liz and Deni will count the ballots, since they are not candidates for any office.

Action Item: Vern, Deni, and Paul volunteered to onboard the incoming Board members.

Betsy asked if the Board would continue to meet every month. Dave and Paul recommended staying with monthly meetings. There was a discussion about the meeting cadence and role of the Executive Committee now that we have the HR Committee. The frequency and dates of future meetings will be decided at the August 18th Board meeting.

Pr. Craig gave a brief review of the recent Congregational Life discussions, saying that they have had good attendance and participation, and that people asked beneficial questions. Tyler commented that this process helped get some of the financial questions out of the way ahead of the annual meeting. There was a brief discussion about whether it's the same group of people who always attend.

President's Report

Vern thanked the Board for their work and cooperation over the past year.

Vern discussed the need for a dress rehearsal for the annual meeting to coordinate slides and presentations. It will be Thursday afternoon, July 24 at 2:30 PM at Verona campus.

Tyler announced that he will step down as Treasurer as of 12/31/25. Rick followed up by saying we also need a Generosity Committee (G-Force) chair right now.

Betsy made a motion to adjourn the meeting at 8:01 PM and Tyler seconded. The motion carried and the meeting was adjourned with the Lord's Prayer.

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.