

GSLC Board Meeting Minutes

Tuesday, October 21, 2025 6:30 PM

Madison Campus

☐ Paul Hutson (President) ☐ Karen Smith (Vice President) ☐ Tonya Schram (Secretary) ☐ Deni Naumann ☐ Vern Andren ☐ Liz Deterding ☐ Andy Nelson ☐ Spencer Johnson ☐ Robyn Kitson ☐ Pastor Craig McMahon (Interim Lead Pastor) ☐ Rick Blum (Director of Administration)

Guests: ☐ Charlotte Jerney; Rachel Breitbach

Via Zoom: ☐ Tyler Gold

Paul Hutson, President, called the meeting to order at 6:30 PM. Paul requested to add a discussion around the Confidentiality Agreement and the Conflict of Interest policy to the agenda.

Opening Prayer

Pastor Craig opened the meeting with a prayer.

Approval of Minutes

Paul presented the 9.16.25 Board meeting minutes. No discussion. September 16 minutes will be approved at the November meeting.

Old Business

No old business to review.

Call Committee Update

The committee reported that, through member communications and Congregational Life Conversations (CLC), it was shared that the call committee did not move forward with either candidate. The committee continues to actively seek referrals and research potential candidates.

Concerns were expressed regarding the status of the Verona site pastor position and the timing of the transition task force survey in light of recent developments. The target release date for the survey remains January.

The Ministry Site Profile (MSP) for the Verona site pastor is still in development, with multiple factors under consideration. Feedback from the CLC sessions was consistent with expectations and reflected appreciation for the call committee's thorough and thoughtful approach.

The group agreed to continue offering prayers for the process and to share any potential lead pastor candidates with the Call Committee.

ACTION ITEM: Invite Danielle Sills, ITF Chair for Verona, to attend the next board meeting to ensure she feels supported.

HR Committee Update

The HR Committee, led by Rachel Breitbach, Chair, and Charlotte Jerney, Committee member, presented the Committee's work on Exit Interviews with Outgoing Board Members and GSLC Senior Leaders Interviews to Prepare for the New Lead Pastor – specifically the two sections covering staff feedback regarding the Interim Pastor Contributions and HR Committee Effectiveness.

Exit Interviews with Outgoing Board Members: Charlotte presented findings from exit interviews with the three outgoing board members whose terms ended July 2025, about their experience serving on the board at GSLC. The interviews were conducted in person by assigned HR Committee members and the outgoing board members, yielding valuable insights for future board planning and operations.

GSLC Senior Leaders Interviews to Prepare for New Lead Pastor: Senior leaders (Lead Pastor direct-reports and director-level positions) were interviewed by assigned HR Committee members and asked a set of questions addressing three areas. The first and third sections are noted below and were discussed with the Board. The second section, *Continuing Needs of GSLC Staff*, will be discussed with the Board at its November or December meeting.

Interim Lead Pastor Contributions: Rachel provided the Board an overview of themes and recommendations from the feedback gathered on the Interim Pastor Contributions. As this feedback was originally requested to be asked and compiled by Interim Pastor Craig, the HR Committee met with him individually and also shared it at its October 13 HR Committee meeting.

HR Committee Effectiveness: Rachel provided the Board an overview of themes and recommendations from the feedback gathered.

Rachel reported that the HR Committee is continuing its work to refine staff position descriptions and address areas of overlap among the pastoral team.

The board discussed the need to establish a regular, annual review process for the Lead Pastor and consider implementing 360-degree feedback for all staff, with the HR Committee potentially taking on a larger role in these processes moving forward.

Confidentiality Agreement and Conflict-of-Interest Policy: There was feedback shared by Board members and discussion on the roll out of the Confidentiality Agreement and the Conflict of Interest Policy, noting some reservations from long-standing committee members who questioned why these documents were needed. It was agreed that the documents will be revisited, with consideration given to adding clearer examples of what constitutes confidential information.

Discussion also included all GSLC committees' succession planning and anticipated membership transitions over time. It was also acknowledged the importance of providing additional education, onboarding and orientation for committee members regarding their roles and responsibilities and its value to do so.

ACTION ITEM - HR Committee will consider the feedback shared and develop the “Why” communication regarding the Confidentiality Agreement and the Conflict of Interest Policy; review wording; and provide other thoughts for the Board to consider.

Financial Report

Tyler reviewed the September financials noting September's figures which showed general revenue of \$498,000 against a budgeted \$540,000, and expenses of \$570,000, resulting in a \$94,000 surplus compared to the prior year. Tyler noted the cash on hand is up significantly due to generous donors and legacy gifting. Discussion around the \$251K in general fund is concerning. The goal is to have three month reserves in the general fund. Rick stated they expect the general fund to grow over the next few months as we approach the Thanksgiving and Christmas seasons.

Deni made a motion to approve the July, August, and September 2025 financials. Andy seconded. No discussion. The motion was unanimously approved.

Administrative Report

The board discussed a proposal for a 150-foot cell tower to be constructed on the Verona campus, with potential annual revenue of \$16,000. Both the Finance Committee and the Facilities Committee recommended rejecting the proposal due to concerns about the tower's impact on the church's mission and facilities. **Deni made a motion to accept the two committees' rejection of the proposal of the cell phone tower. Andy seconded. Discussion was held. The motion carried unanimously.**

The board reviewed two draft policy documents under development: the Gift Acceptance Policy and the Facilities Fund Policy. Rick reported that both are being finalized with input from legal and financial advisors. During discussion, Wegner (GSLC's accounting and tax resource) recommended establishing two separate funds—one for operational purposes and one for capital needs—while others expressed support for maintaining a single, balanced fund structure. Rick will continue working with the Finance Committee to evaluate these options and present a recommendation to the board in November.. Rick also recommended to the Board to hold off further discussion on the Facilities Fund for one more month and along with the Gift Acceptance Policy until November. The Board agreed to extend the policy review deadline from October to November to allow additional time for refinement and the development of a communication plan to ensure transparency with the congregation.

The Board discussed the ongoing search for a new Treasurer, noting that the position remains an immediate priority.

ACTION ITEM: Rick to work with outside legal and accounting expertise along with the Finance Committee to develop final proposals of the Gift Acceptance Policy and the Facilities Fund Policy to discuss at the November Board Meeting.

Interim Lead Pastor's Report

Pastor Craig shared updates on planning for the upcoming Advent and Christmas season, anticipating strong engagement given current world events and increased interest in church participation.

He also outlined early reflections on the church's direction for the coming year, emphasizing the importance of strengthening staff relationships and prioritizing clear, consistent communication.

Pastor Craig noted some concerns regarding worship attendance and engagement, particularly at the 10:00 a.m. service. He is collaborating with Jared Stellmacher, Director of Worship & Music, to assess and make minor adjustments to enhance the worship experience.

President's Report

Paul inquired about the request to extend AV capabilities into the narthex. This project is currently in progress. He also requested that Andy provide an update on the worship management software at the November board meeting.

Paul raised the question regarding committee succession planning previously discussed and how best to guide that process. Discussion followed and Karen noted that she has reference materials from a previous, shared committee effort on this topic.

ACTION ITEM: Rick and Karen will compile relevant documents and send them to Paul for review and to determine next steps.

Closed with The Lord's Prayer.

Next meeting is Tuesday, November 18 at 6:30 PM at Madison Campus.

Karen made a motion to adjourn the meeting at 9:11 PM. Deni seconded. No further discussion was held. The motion carried unanimously.

Respectfully submitted,

Tonya Schram
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.