

GSLC Board Meeting Minutes

Tuesday, November 18, 2025 6:30 PM

Madison Campus

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

Guests: Danielle Sill

Via Zoom: Deni Naumann

Paul Hutson, President, called the meeting to order at 6:30 PM.

Opening Prayer

Pastor Craig opened the meeting with a devotion and a prayer.

Approval of Minutes

Paul presented the 9.16.25 and 10.21.25 Board meeting minutes. **Vern made the motion to approve the 9.16.25 and 10.21.25 minutes. Andy seconded. No discussion. The motion passed unanimously.**

Verona Site Pastor Task Force

Danielle Sill, TTF Chair for Verona, presented a survey aimed at understanding the demographics and needs of both Verona and Madison church members, as well as non-church members using the facilities, to better inform the hiring of a new pastor. The group discussed the survey's design, timing, and potential challenges, including the need to avoid overwhelming the congregation. They also considered expanding the survey's reach to include Verona residents and discussed the importance of clarifying the role of a Verona site pastor compared to a lead pastor. It was emphasized that we will want to ensure the survey reflects the unique needs of the Verona campus while reinforcing the church's commitment to remaining one church with two campuses. The survey will be conducted in January 2026. It was discussed packaging and sharing survey results with the congregation, with Deni suggesting a shorter response period of 2-3 weeks. The group also discussed using SurveyMonkey, with Rick noting they currently use the free version but could consider a paid account.

Old Business

Financial business will be reviewed later in the meeting.

Call Committee Update

Elizabeth provided an update on the call committee's progress, mentioning they have contacted numerous recommendations but have not yet received any paperwork from potential candidates. The committee reported that it continues to research potential pastoral candidates and will initiate contact by sharing the GSLC website, noting that cold calls have not been effective in generating candidates but have spread the word of GSLC's opening to other regions. The team has expanded its outreach to various urban areas in search of more experienced pastors.

Sara McCormack provided Paul information about a conference for leaders of large congregations and referenced a related Facebook group. Elizabeth confirmed that Pastor Chris shared the MSP's availability with the Facebook group when the MSP went live in Spring 2025.

G-Force Update

As of today, 116 intent cards have been received, totaling \$556,270. This compares to 151 intent cards and \$665,044 at the same point last year (as of Thursday). Five new members have submitted intents totaling \$18,680.

A text reminder will be sent to members who have not yet submitted their cards on November 19 or 20. Thank you cards will be mailed during the week of Thanksgiving, and a phone bank is scheduled for the week of December 1.

Rick provided a presentation at the Congregational Life Conversations (CLC) meeting on November 16, 2025 at the Madison campus. A suggestion was made for him to record a brief video highlighting the four key figures—percent of mortgage of total budget, rate of inflation, salary increases, and giving percentage increase—to be included in the e-news. Several board members emphasized the importance of clear communication and active listening to the congregation, particularly regarding the use of retired mortgage funds, as this will support trust and transparency.

Financial Report

Rick shared the budget but suggested waiting to approve the October financials until our next board meeting once we receive the written financial report. Rick shared that the budget hasn't historically shown seasonality which resulted in Tyler providing a chart showing income vs expense trend line.

Rick presented the Facilities Fund document, explaining its purpose as a repository and disbursement vehicle for facility needs, with a \$50,000 minimum for disbursements outside the budget cycle. The foundation agreed to manage the fund through their investment committee, with disbursements tied to the annual budget process. Rick outlined a communication plan to introduce the fund to the congregation, starting with a profile of Judy McAusland, the donor, in January 2026. At its next meeting, the board will need to determine how much of the board-designated funds will go into the fund and how much will go towards seed money for the Verona site and/or for current facilities projects for the next 6 months. This discussion will be held at the December Board meeting and the board will approve the distribution of funds at that time. **Vern moved to approve establishing the Facilities Fund per the document presented and discussed, contingent upon correcting the timeline reference from Monday to Tuesday and adding language connecting the yearly fund approval to the annual budget. Spencer seconded. No further discussion. The motion was passed unanimously.**

Rick presented the Gift Acceptance Policy (with policy forms included in the Board packet) which was revised by the Finance Committee to streamline language and clarify the church's right to decline gifts. Deni identified the need to remove personal names from the policy to maintain relevance with personnel changes, and Rick agreed to update the forms accordingly. The board also discussed the importance of including the church's full legal name, Good Shepherd Evangelical Lutheran Church, in the policy and forms to avoid any legal challenges. **Deni moved to approve the gift acceptance policy upon correction of the church's legal name. Andy seconded. No further discussion. The motion was passed unanimously.**

Paul mentioned that a potential new treasurer had been identified but would not disclose the name yet, and Rick encouraged the group to consider other potential candidates if needed. Paul will reach out to the potential candidate to discuss the role and timing.

ACTION ITEM: Paul will contact the potential candidate for the treasurer position.

Administrative Report

There was discussion around evaluating Breeze, a church management software, where Deni suggested getting an objective assessment and Breeze references to address negative perceptions, while Andy emphasized the need to define clear requirements before exploring alternatives. The group discussed plans that Rick shared to conduct training sessions with Breeze in the new year to better understand the system's capabilities and determine if it meets the staff's needs. The board acknowledged that although Breeze offers many useful features, its success ultimately depends on proper installation/training and accurate data entry. We also noted that we may need to evaluate alternative systems in the future. The team agreed to proceed with Breeze training while defining specific needs, and Andy noted that Breeze should be capable of meeting their requirements as one of the top CHMS tools.

ACTION ITEM: Deni to send Andy the contact information of a GSLC member that has extensive software integration expertise and who may be interested to serve as a mentor/resource.

Interim Lead Pastor's Report

Pastor Craig provided an update on Advent and Christmas preparations, noting plans to accommodate larger attendance with additional communion stations and expanded streaming capabilities at both the Verona and Madison locations. He also discussed strategies for better engaging individuals in the Verona lobby to create a more connected experience and outlined plans to open the sanctuary windows in Madison to improve visibility and participation.

President's Report

The nominating committee requested that all board members complete a self-assessment matrix to help identify potential new board members, with the goal of replacing outgoing members. Deni clarified that while age and demographics information is requested on the matrix, members can opt out if they prefer not to provide it and Pastor Craig stressed the importance of diversity amongst our board members to best represent GSLC members from both campuses

The board discussed using general fund money to support upcoming staffing needs at the Verona site, including potential music programming and marketing support, with further discussion at the next board meeting on December 16th. Deni emphasized the need to follow established GSLC's HR procedures including proper planning. The group agreed to further discuss the idea in December, with Paul planning to consult with Jared and the HR Committee in the meantime.

Additionally, Karen provided an overview of previous shared governance and committee structure documents from 2018-2019, which the board decided to review in more detail, with Robyn taking the lead on this effort.

The conversation ended with a brief discussion about scheduling a Christmas party after the holidays.

ACTION ITEM: All board members fill out GSLC Board Member Matrix and verify the term listed on the Board roster for the nominating committee and return to Paul.

Closed with The Lord's Prayer.

Next meeting is Tuesday, December 16 at 6:30 PM at Madison Campus.

Deni made a motion to adjourn the meeting at 8:47 PM. Andy seconded. No further discussion was held. The motion was passed 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.