

GSLC Board Meeting Minutes

Tuesday, December 16, 2025 6:30 PM

Madison Campus

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

Via Zoom: ☐ Liz Deterding ☐ Sarah Wehnes ☐ Elizabeth Foste

Guests: ☐ Rachel Breitbach

Paul Hutson, President, called the meeting to order at 6:31 PM.

Opening Prayer

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

Approval of Minutes

Paul presented the 11.18.25 Board meeting minutes. **Deni made the motion to approve the 11.18.25 minutes. Andy seconded. No discussion. The motion passed unanimously.**

Interim Lead Pastor's Report

The board discussed a recent incident involving an individual with a criminal background attending church, leading to a broader conversation about safety and welcome protocols. The board expressed concern about balancing safety with welcoming practices, particularly regarding individuals with ankle monitors attending church. They discussed potential security measures and the need for better communication with law enforcement about monitored individuals.

Pastor Craig announced plans to dedicate January's Congregational Life Conversations (CLC) to discussing the balance between welcome and security. It was noted that the Safety and Security sub-committee (renamed Welcome and Security Sub-Committee) would be reconvening to review and update their safety protocols. The discussion highlighted the need for a comprehensive approach to security that includes mental health training, as Verona Police and NAMI are offering a training seminar on January 6th at St. James for local churches.

Because of the recent incident, the board agreed to restructure the Welcome and Security sub-committee and decided to keep Matt Wentzel as chair but broaden the committee's membership to include people with relevant skills rather than focusing on current committee members. The group will discuss reviewing the security plan and potentially implementing measures like locking doors or installing buzzers for access control. They will also consider including cybersecurity expertise and social work backgrounds in the committee composition. The sub-committee will temporarily report to the board until all updates are made but will remain under the Facilities Committee.

ACTION ITEM: Rick to send out current Safety and Security policies.

ACTION ITEM: Paul will work with Matt Wentzel (MPD) and Spencer to get more folks on the sub-committee which will temporarily be directed by the board.

ACTION ITEM: Notify Rick if you'd like to attend the January 6 mental health training seminar at St. James so he can get you registered.

G-Force Update

Regarding the Flourish campaign, Rick reported 443 intents have been turned in compared to 449 last year, with a ~\$33K shortfall against the 3% increased giving goal. We are currently 1% ahead of last year's total. Based on this information, it appears that an additional campaign may be needed in 2026, alongside the general fund campaign.

Financial Report

Spencer presented financial updates, noting revenue was \$6,000 below budget but \$96,000 above the prior year, with cash positioned at \$468,000. Sarah Wehnes, an accountant, attended the conversation and is prayerfully considering the position of treasurer.

The board discussed transitioning the summer intern program funding from the Good Shepherd Foundation, which currently provides \$27,000 annually. Over the past decade, the foundation has provided a grant to fund summer interns. The foundation's directive focuses on new programming, and this initiative no longer qualifies as a new program. The Children, Youth, and Family department would be informed of the gradual reduction plan.

Spencer motioned to approve the October and November Financials. Deni seconded. No discussion. The motion passed unanimously.

Vern made a motion that the board recommends to the Good Shepherd Foundation that the grant for summer interns for the church be sunsetted with a 100% payment in February 2026 and then reducing by ⅓ over a 3 year period thereafter. Deni seconded. No discussion. The motion passed unanimously.

Administrative Report

Shout out to the incredible Thanksgiving community meal that the church provided. Over 445 individuals were fed this year and there were over 100 volunteers.

HR Committee

The HR committee, led by Rachel Breitbach, discussed feedback from staff and directors regarding preparations for the next pastor. Rachel outlined key priorities, including role clarity, implementing a 360-degree feedback process, and enhancing communication across committees. They also discussed the need to complete outstanding job descriptions as a prerequisite for other initiatives.

The HR Committee also reviewed two newly created versions of a Best Practices document for the Conflict of Interest policy and the Non-Disclosure/Confidentiality agreement. It includes a three-page comprehensive version for board member training and a one-page abridged version for new committee members. Rick agreed to provide a list of unsigned conflict of interest forms noting that about 40-50% of required signatures were currently collected.

ACTION ITEM: HR Committee to develop and share with the board a proposed approach/priorities for enhanced communication and collaboration across staff/committees, including the potential for 360-degree feedback and onboarding/offboarding checklists.

ACTION ITEM: HR Committee to complete outstanding job descriptions, targeting completion in Q1, and communicate progress to the board.

ACTION ITEM: Rick to provide a list to the board of committee members who have not yet signed the conflict of interest/disclosure forms, and ensure forms are accessible on the Good Shepherd website/SharePoint.

ACTION ITEM: Board members/board liaisons to follow up with committee members who have not signed conflict of interest/disclosure forms.

Facilities Committee

The facilities committee proposed a plan for the ~\$863K that is currently in the board designated fund, which includes ERTC monies, McAusland donations, and capital reserves. The board discussed several maintenance issues that need to be addressed, including two non-working

furnaces in Verona that would cost \$29,000 to repair, an elevator needing \$2,000 in maintenance, skylight at the Madison campus which would cost \$12,000 to repair and \$110,000 for Madison controls repair. The total proposed spending is \$153,000. The committee also discussed allocating \$550,000 to a facilities fund to be established in the third quarter of 2026, with ~\$160,000 designated for Verona staff needs. A separate sub-committee under the facilities committee is being created that will be responsible for proposing projects for facilities items that need attention annually. Steve Frei agreed to lead that sub-committee. Mike Harper is taking over the facilities committee in January 2026.

Deni motioned to table the proposal from the facilities fund. Karen seconded. No discussion. The motion passed unanimously.

Andy motioned to approve the \$153K for facilities repairs as listed. Deni seconded. No discussion. The motion passed unanimously.

Call Committee

The call committee shared updates on the lead pastor search process, explaining that they had to modify their outreach strategy after receiving complaints from other churches and synods about their direct contact efforts. They learned that many potential candidates are not interested in moving due to family commitments, and while they considered using a recruiter, they decided against it due to the high cost of \$30,000. The committee is now collecting candidate names to be passed along to the bishop's office for outreach, and they plan to provide regular updates to staff and pastors about the search progress.

President's Report

Paul had a discussion with the Verona Site Task Force led by Danielle Sill about the survey going out in early January. It was expressed that we need to move forward without waiting for the Lead Pastor position to be filled.

The nominating committee will meet to discuss some potential new names for replacements and plan to meet the last week of December.

Paul would like to work with the various committees to see if we could start a young adult group.

ACTION ITEM: Paul to follow up with Danielle regarding the Verona Task Force survey timing and report back to the board.

ACTION ITEM: All board members: Complete the post-Christmas party scheduling survey using the WhenToMeet link in the board packet.

Closed with The Lord's Prayer.

Next meeting is Tuesday, January 20, 2026 at 6:30 PM at Madison Campus.

Deni made a motion to adjourn the meeting at 8:41 PM. Karen 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.