

Good Shepherd Meeting

Madison Campus

6:30 pm Monday 10/16/2023

In attendance: Pastor Chris, Bob Beggs, Vern Andren, Sarah M, Deni Naumann, Betsy Johnson, Tyler Gold, Liz Deterding (Zoom) and Dave Vogt (Zoom). Not present: Rick Blum, Paul Bekx.

Call to order: 6:31 pm

Opening prayer: Pastor Chris

Devotion: Chapter 3 – Dare to Lead – Vern led. Tied to SP. We are both leaders and participants. SP is for board and committees, not for the congregation. Execute SP and how SP is measured – success is in the results. Needed to clarify what waiting looks like.

Who we are in this room will help us to know how to talk to each other.

Meeting minutes: Discussion about August meeting – questions about details related to SP and Foundation discussion for clarification. No additions or changes to notes.

Motion to approve the August 2023 Board minutes by Sarah M, Second by Tyler. Motion carried; all in favor.

President's Report:

Foundation Report: (started as discussion from review of minutes, that led into report).

Nothing precludes what foundation can do – unwritten rule that they used in the past. Foundation \$135K for paid out of endowment fund. Somethings that would like to be continued to use for church.

Goal of foundation meeting is: desire to use funds to offset operating budget. Initial discussion. Initially also discussing hiring consultant/role. Hope was to open up the door for how the church can be assisted if we get into a “pinch” or fall on hard times. Also – fundraising piece. Currently Foundation can't have an employee (we believe). Goal (Pr. Chris states) Start funding endowed salaries that in any other business would be operating funds.

What can/cannot happen?

What is our goal? What question to we have? Fact finding mission – what can we do and what can't we do? Can the foundation give us 100% of profits to us? Can they pay for an employee or not? How do you share an employee? New activities every year to get a grant. Both foundations are having some difficulties and we do not necessarily know what they are.

Conflict of Interest:

We discussed creating a document for conflict of interests – for Tyler and Bob currently and any future board member who may have a conflict with a staff person. See ELCA conflict of interest. Bob to do before Dec meeting. **** Concern about people on exec committee not act as personnel committee. Have separate personnel committee. (Suggestion from Deni) Rep from EC and pastor serves, but excludes self from discussions.

Lead Pastor Report: SP discussion was turned over to Sarah who was to present a motion about the SP. This motion represents a portion of what we learned from staff in two meetings –one in June and one last week. Motion put on table by Sarah M and second by Deni N. Rick and PC will spearhead. Come to December meeting with another conversation and make recommendations. Discuss where the gaps are. When we sense needs, goal is staff sees them too, and can bring it forward. Strategic initiatives – Staff will feel better when we know they are seen and that we are aware of what is going wrong or where there are gaps.

How do we measure success? The staff needs to trust that PC and the board are aligned. (Staff, PC, Board).

The following motion was made by Sarah M with guidance from SP committee chairs. Second by Deni N.

I move that the implementation of the strategic plan pillars be clarified by defining the Roles, Responsibilities, Accountability and Communication as such:

- Preferred Pillar Membership: A Board Member, a Staff Member, a Committee Chair from the Committee most aligned with the Pillar and a Former Strategic Plan Committee Member
- Roles - A staff member and another member of the pillar will co-chair will co-lead the pillars as shared leadership. These two will meet prior to pillar meetings to create meeting agendas and be on the same page about what is to be shared or accomplished during each pillar meeting. We do not want to add more work to the staff, but they need to be a key part of their pillar implementation.
- Responsibilities:

1. Board:

- a. Provide overall leadership for implementing the Strategic Plan
- b. Monitor the progress of each of the Pillars as they fulfil their responsibilities.
- c. Where progress is lacking take the necessary steps to support the pillar.
- d. Ensure that the congregation is aware and energized by the progress occurring as result of the Strategic Plan and the Pillars
- e. Convene and lead meetings of all the pillar leadership groups to provide inspiration, information and answer questions.
- f. Determine when the pillar has fulfilled its responsibilities and can be disbanded.
- g. Communicate to the committees to re-evaluate/revise their goals as they apply the lens of the corresponding pillar(s)
- h. Since the Strategic Planning Committee (SPC) is no longer meeting, determine the future of the SPC.

2. Pillars:

- a. To act as bridge between the Strategic Plan and the implementation by staff and committees
- b. To develop tactics/guidance to advance the implementation of the Strategic Plan and share/discuss this with the committees for consideration
- c. To provide cross pollination among the committees as they advance the Strategic Plan
- d. To act as a guard rail to the committees as they implement the Strategic Plan

3. Committees:

a. To live out the strategic plan through activities led by the committees

- Accountability - the staff is accountable to Pastor Chris, who is accountable to the board, which is accountable to the congregation. The board member assigned to the pillar will report back and forth between board and representative committees in six-month increments.
- Communication - The board members will communicate from the pillar meetings back to the board. The board member will provide feedback to the pillars. The pillar and committee meeting notes will be shared with all pillars, committees and board for cross pollination. The staff (as key drivers of the strategic plan) will routinely discuss actions from each of the pillars to support cross-pollination and establish appropriate priorities. Our Communications committee and Director of Media will update the congregation on progress made by each pillar, based on a pillar's readiness.

All in favor. Motion carried.

In terms of committees, etc. the Foundation Board and Columbarium Board are exceptions. They should present to board by invite if needed.

If board member is present and ready to report this should/will be an agenda item under Committee reports/updates.

PC/Rick to share results of this meeting/motion to staff on Tuesday.

Sarah suggested we look at committee exec issues – may need to be updated based on SP.

Process for feedback – what is that – who does it go to? How to assess if feedback falls into critical, discerning feedback, or one comment – no resolution? This needs to be discussed and decided on further.

Deni – will research how other churches handle personnel issues and get back to us – about options for moving forward.

Question: Do we have a third-party HR person? PC says yes we have one.

Bob created document

Financial Report:

Finances: \$119 K down, \$125 K down in total contributions.

Budget in this year 2-3 months has taken into acct fiscal contributions and what we would have expected for LBPS. The bulk is the difference from our giving – equal 12-month period and not debt.

Today trending over last year is better. Less than budgeted though. We always have a deficit in the beginning of year based on 12-month budget (equal).

Can we get Diane a little help with Quickbooks (i.e. adding and moving accts around, etc.?)

Question was asked how do we hold staff accountable to the budgets they have? PC responded that expenses are not the problem, revenue is the problem. Staff are aware of their budgets and they act

within that perimeter for spending. Discussion about how this info is presented to the congregation (Messenger, etc.) Should we attach a link – do we keep box score but change what is there?

What is not happening if we come in under budget? No hires is an example.

Deni – thinks finance should have exec summary from meeting. Tyler will add summary ***

Revisit restructuring/reporting of finances under strategic plan. Noted first 3 strategic initiatives – focus on actual contributions etc. Other 33 are reinvestments – go out from the church. If we report, CYF for example, “investment” – 3 staff going and the outcome – 48 HS going to youth camp – different metrics than just money metrics. Budget - outcome coming back – new idea. Discussed at end of last meeting.

Motion to accept the September 2023 Financial Report by Vern, Second by Deni. All in favor. Motion carried.

Admin report: RIC banner is up at Madison. In Verona, RIC ELCA symbol is already on the digital sign.

Action items:

1. Conflict of interest – Bob.
2. Deni gather info from other churches on how they handle HR issues.
3. Letter to pillar leaders – PC and Rick will follow up and ask.
4. Bob will send letter once drafted.
5. Question: Foundation – is it a possibility to have a summary of what we are going to meet about?
6. Meeting with Foundation board and Bob to talk about what Greg has uncovered. This will be focal pt to be determined.
7. Sarah – committee for template – link to website and updating training resources/double check for

Motion to adjourn made by PC, Second by Tyler. All in favor. Motion carried.

Adjourned with Lord’s Prayer at 8:33 pm.