

**Woodlake Lutheran Church**  
**Leadership Board Meeting Minutes**  
October 11, 2012

Present: Pr. Fred Hanson, Pr. Diane Roth, Janet Gingerich, Laurie Beckman Yetzer, Leslie Kapocius Jay Hermann, John Tollefsrud, Chris Okey, Sue Tomasko, Starr Carriere, Tisa Zachau, Julie Windler, Jennifer Lesch

1. The meeting was called to order by Laurie Beckman Yetzer, and Pastor Fred kicked off the meeting at 5:38 pm.
2. Pastor Fred expressed he would like the Staff and Board to begin having monthly training and leadership development sessions. The first session will be held on Saturday, January 19th 1-4.
3. The board reviewed and discussed the monthly reports provided by staff. Pr. Fred provided more clarification around the development of a building rental position in Julie's staff report.
4. The Rental Policy addendum provided by Zach was reviewed and discussed by the board. It was decided that it should be part of the decisions made by the Rental Policy Committee, which is currently reviewing all rental agreements and policies for the entire church.
5. The board discussed Pr. Fred's proposal for the Office Coordinator Position. It was decided to table the review of the position at this time, and review again in conjunction with additional job descriptions that Pr. Fred will be bringing to the board next month.
6. Pr. Fred presented the proposal for bringing in Collaboration Ministries, LLC for Discerning Worship Identity with Woodlake. The covenant outlined the goals and objectives, which include defining and developing a process to define a worship identity, define a purpose statement for Woodlake, etc. The covenant also outlines the three phases of the process and how much time this would take. The worship committee was very supportive of this proposal. Funds to support this may be available in the "Chancel Renovation" portion of the memorial fund. Laurie and John will confirm with Endowment Committee the week of 10/15/12. A motion was made and approved to carry forward with the contract and covenant with Timothy Sieburg.
7. John provided the treasure's report and YTD we are down ~\$2,500 of our budget, however we are ahead versus last year at this time +\$6,234. After brief discussion about the different account details, a motion was made, and the board approved the financial report. John also brought up the topic of 2013 budget planning and the work to make a balanced budget will be difficult. John said everyone should take a look at the numbers before-hand to think and come into the meeting with some ideas, so we are not having to deliberate the entire time and can accomplish planning more quickly.

8. Pr. Fred provided an update on Stewardship Key Leaders. Brochures were mailed out today to 400 members about the program and appeal. This weekend will be the kickoff and it will continue for four-weeks and conclude on November 18<sup>th</sup>, with Commitment Sunday and the annual meeting.
9. Laurie presented September's meeting notes to the board for approval, a motion was made and last month's meeting notes were approved.
10. Jay gave an update on the building to the board. The washer has broken rotor, and there is a part broken on the coffee maker. He also stated that he has been in touch with the sign company, so that we can figure out the costs on a new sign and what insurance will cover. He also stated that Gordy has filed the paperwork to get his boiler license. The roof is almost complete, and should be finished soon.
11. The meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Jennifer Lesch,  
Secretary