

Woodlake Lutheran Church Leadership Meeting Minutes
March 9, 2017

Present: Pastor Plaster, Anne Romstad, Barb Halsne, Kathy Hedman, Scott Dahlquist, Bob Larson, Paul Olson, Lesley Farnham, Deb Heinecke, Kim Myers, Laurel Johnson

The meeting convened at 6:05 pm with Devotions by Barb. Treats were provided by Barb.

- 1) The agenda was reviewed and approved.
- 2) February Minutes were reviewed.
 - Anne will have Solar Gardens speak with us at the April 6th Board meeting.
 - Luther Park has signed the contract for Vacation Bible School August 6-10, 2017. There was discussion on the cost of the VBS and Pastor Charlie would like it to be free. There was a suggestion to have a nominal fee but this will be decided once we know what Luther Park needs from us. There will be an ice cream social, music, and activities on Sunday night with a closing program on Thursday evening. Previously we have provided child care from VBS closing time of 4 pm until 6 pm to make it easier for working families to have their children attend. This will continue with plans not set as of yet on who will plan and cover this activity time.

Minutes were approved.

- 3) Treasurer's Report was presented and approved.
- 4) Anne Schmiegl was present to discuss St. Mary's Clinic. The clinic will operate as a Diabetic Clinic on Monday afternoons and patients will have previously been seen and registered. Anne's contact, Melissa Gatten has requested the clinic have:
 - Admitting area (preferably two) but enough space for two patients to be admitted (table and chairs) and combined with a waiting area.
 - Two exam rooms large enough to hold an exam table, lamp, desk, chairs for 3-4 people, and room for a cabinet
 - Nurse room for interviewing patient (preferably two)
 - Physician charting area with a phone.

April 3rd supplies will arrive and Anne Schmiegl, a Woodlake Volunteer, Melissa Gatten and the Clinic Charge Nurse will be present. Anne Schmiegl may schedule a walk-through with Melissa Gatten prior to April 3.

A discussion about the best entrance without steps was discussed.

The Clinic is aware of the need to not use the facility when Families Moving Forward will be using the same space.

The Clinic will need access to rooms and closets. A key to the closets will be needed but the rooms should be open for them. If supplies are delivered on a different day, the Clinic should call ahead and have Julia make sure the room door is open.

Although the hours are noon to 4 pm the staff arrives early and the ending time is closer to 5 pm after patients leave and clean-up is done.

A group will meet on Friday, March 10th to clean out the Families Moving Forward closet. Anne Schmiegl will check with Melissa Gatten regarding a *Building Use Agreement* and what they have used in the past.

Pastor Charlie suggested that the Clinic's "In-Charge" staff member run the program and not to depend on the Woodlake Volunteers to make decisions or always be present.

- 5) Representing the Scouts Collin Kaas, Nick Gilliland, Rich Moore, and Brian Reiners presented information to us regarding the re-charter of Scout 384. With a reorganization of another troop they are asking Woodlake Lutheran Church to sign the re-charting documents and allow more time and perhaps space on Tuesday evenings to allow for additional Boy Scout programming. A motion was made, seconded, and approved to Re-charter Troop 384. The Scouts are willing to participate in ways that they can support our church community.
- 6) Deb presented the need for two pianos, one for the chapel and one for the choir room. We have money in the "Designated Fund" to cover the expense of one piano. A fund raiser would need to be done to get the second piano. Because this would cause a delay, it was decided to get just the one at this time. A motion was made, seconded and approved to authorize \$5000.00 plus any additional fee for the purchase. Hyeon Jeong Lee has looked at two models, one at \$4405.00 and the other at \$4726.00. She can make the decision on which one she would prefer. The delivery fee is \$275.00.
- 7) The garden plots for Loaves and Fishes are in bad shape and need to be replaced. A Master Gardener through Loaves and Fishes will be in charge of upgrading the project. An Eagle Scout candidate would like to work on this project and replace them with 18 inch high treated timbers with a wire cage over them. A specific plan for us to sign will be made available for our April meeting.
- 8) Kathy asked that Easter Sunday coffee be clarified. The church will be in charge of the treats and coffee. Kathy should order the donuts and the church will pay for them. Maundy Thursday will have coffee and bars for the collaboration service. It was decided to direct everyone into Fellowship Hall for the treats.

Reminders:

Next meeting will be April 6th at 6 pm (due to Maundy Thursday falling on our regular meeting night).

April 6th meeting, Laurel Johnson - Devotions and treats

Barb has April Messenger article due to Julia by March 15th.

Collaborative Senior Lunch Event on 3-16-17 with lunch at 12 noon featuring the Bloomingtones.

Respectfully submitted,
Barbara Halsne