

Woodlake Lutheran Church Leadership Board Meeting Minutes October 11, 2018

Present: Pr. Micah Pearson, Scott Dahlquist, Anne Romstad, Mary Olson, Paul Olson, Carol Olson, Wayne Schmiege, Anne Schmiege, Laurel Johnson, Ed Morrow, Barb Halsne

The meeting convened at 6:34. Thank you Carol for the devotions and treats.

There were no members present for the open forum although Ed and others presented questions regarding the September 30th Intergenerational church service and the Saturday evening service.

1. The agenda was presented and approved after a clarification on how the Call Committee process would work together with the Leadership Board meetings.
2. The minutes for September 2018 were approved as written.
3. Ed distributed the financial report. Budget numbers continue to look good. The treasurer's report was approved as written and reviewed. Wayne addressed the fact that Wednesday suppers for all have an expense greater than the amount collected for the adult dinners served. Pastor Micah said that a study is being done on all events that money is collected and who is being served by these events. Wednesday's meals are included.
4. Pastors, staff, and commissioner reports were pre-submitted.
 - The resignation of HyeonJeong Lee was addressed. Her last Sunday will be December 9th. Carol will form a team of people from a variety of musical groups to start the process of finding a replacement. An interim music person may be needed to fill in until the position is filled. The present job description will be reviewed and possibly revised.
5. The annual meeting and Leadership Board elections will be held in November. A motion was made by Wayne and seconded by Ed to have the annual meeting on Sunday, November 18. Discussion continued on the format of the meeting and it was decided to have the meeting directly after the church service in the Nave. Commissioner and staff reports will be submitted prior and available to the congregation to review before the day of the meeting via e-mail or hard copy if desired. Pastor Micah will check with Julia when she needs the reports so that she has ample time to prepare the annual report. The meeting itself will be structured by an agenda with a question and answer time to follow.

Two terms are expiring this year, that of the Secretary and the Mission and Outreach Commissioner.
6. The call process has begun as the Ministry Site Profile went live on the Synod web-site on October 9, 2018. When candidates are presented and interviewed we will need to pose questions to them. The Leadership Board should submit one or two questions to Pastor Micah by Thursday, October 18, 2018 so that he can organize them and assure that the questions reflect our needs.
7. Mary presented the 2020 update. All Commissioners had sent her updates on each of their CYF (Children, Youth, and Family) focus. Information gathered will be published in the Newsletter, E-news, etc. Discussion on the children "pray" area was presented in printed form for us to review.
8. Ed suggested that an additional check signer be available. A motion was made by Ed and seconded by Wayne to have the Vice President, Mary Olson be an additional check signer. Motion approved.

9. Pastor Micah is asking the Leadership Board to reach out to everyone who signed a Covenant Card committing their support towards Woodlake 2020. We have a list of questions (not limited to this list) to ask members (assigned) either in-person or by phone for their response. Deadline is the end of the year. We will return the response to Pastor Micah in one or two words that will then be placed in a spread sheet to draw from the focus areas of commitment.
10. Ed on behalf of A.A. asked if the church had liability insurance on the groups that used our church. Some of the groups have their own liability insurance and without more information we were unable to answer the question at this time. Ed will look further into A.A.'s policy on liability insurance.
11. A Business Manager is being hired by the church who will oversee the financial area and the coordination of the building management. Several candidates have presented their resumes. Discussion on the need for a boiler's license and securing of the building was held.

The meeting adjourned at 8:36 pm with the Lord's Prayer.

Reminders:

November 8th Leadership Board Meeting: Treats and Devotions – Laurel Johnson

December Messenger article – due by November 15 – Anne Romstad

Respectfully submitted,
Barbara Halsne