

Woodlake Lutheran Church Leadership Board Meeting Minutes November 8, 2018

Present: Pr. Micah Pearson, Scott Dahlquist, Anne Romstad, Wayne Schmiege, Anne Schmiege, Laurel Johnson, Orville Holland, Deanna Bassett, Ed Morrow, Barb Halsne Guest: Anne Schauer

The meeting convened at 6:45. Thank you Laurel for the devotions and treats.

There were no members present for the open forum.

1. The agenda was presented and approved as written.
2. The minutes for October 2018 were approved as written.
3. Orv distributed the financial report. Budget numbers continue to look good. Orv reported that the church is now under a new insurance coverage which provided some savings. A question came up regarding the intern's payment. Oak Grove pays the intern and Woodlake pays our portion to Oak Grove. Orv has requested an invoice to reflect this. The treasurer's report was approved as written and reviewed.
4. Pastors, staff, and commissioner reports were pre-submitted.
 - Sunday School leadership coverage is needed for this Sunday, November 11th because Kirsten will be unavailable. If you are able to help, check with Kirsten or Anne Romstad.
 - Anne Schmiege asked for suggestions on recruiting valet drivers and the willingness to commit on a regular schedule. If no one comes forward this service will have to be discontinued which is disappointing since the cold, icy season is soon with us.
5. Budget review: Orv presented the annual budget proposal for the next year. There are uncertain expenses for the next year with an unknown personnel budget or time frame which will be based on the hiring of another pastor/staff. There will be a surplus in the budget total knowing that this will be needed when another pastor/staff is hired. Laurel moved to accept the proposed budget and Wayne seconded. The proposed budget was approved by the Leadership board.
6. Worship and Music Director: The job description for the Worship and Music Director position is being revised. December 9, 2018 is Hyeon Jeong Lee's last Sunday. Eileen Berge has offered to fill in for an interim position. Discussion involved this position as a staff position versus a per event position. It was decided that it will be an hourly position. Pastor Micah and representatives from the music committee will develop a job description for the interim position. Wayne made a motion to accept Eileen Berge as the interim music director based on the new interim job description. Motion seconded and approved.
7. Mission Opportunity from Herb Lindquist and David Thompson: The goal would be to provide prayer and financial support for a community health clinic in the Republic of Chad. David Thomson and his wife helped build this service and Herb Lindquist has made a commitment to donate support. They ask that they share the information of this ministry and to raise further funds. They will be presenting information at the February 2019 senior lunch. The Global Mission group will be made aware of this proposal. Laurel made a motion to accept the proposal to make Woodlake aware of the mission opportunity of the health service in Chad and a decision to be made later in contributing based on the Global Mission awareness. Wayne seconded and board approved.
8. Event Coordinator: Julia has suggested having an event coordinator for the many different functions that are held at the church. Presently the custodian greets the party and assists with room needs. After discussion it was decided that Wayne would speak to those that have helped in the past to see if there is any interest in forming a "small group" that would be available for these functions. The room rental for

these functions would have a built-in stipend to make this a paid assignment. There would be no kitchen duties but may include unlocking doors and arriving early. The custodians would do the final closing up of the church.

9. Audit Committee: The audit committee completed this year's audit. They have requested a copy of the Adventista's agreement with Woodlake. Pastor Micah will provide this agreement. New members are needed for the audit committee. At the annual meeting Scott will address this issue and ask for volunteers for those who may have an interest. Deanna volunteered that she may be able to provide basic requirements for an efficient audit committee.
10. Plans for Advent and Christmas: The Worship and Music commission has recommended that we have three Advent Wednesday night services from 6:30 to 7 pm on December 5, 12, and 19. They will have youth participation and focus. There will be a Saturday night service, December 22 and a Sunday morning service December 23. The Christmas Eve services (24th) will be at 4 pm and 10 pm. There will be no Christmas Day service. Our collaborative partner Oak Grove is having a Christmas Day service at 10 am. A motion was made and seconded to accept this proposal.
11. Pastor Micah distributed the Pastoral Interview process and questions. At this time there have been no candidates brought forward.
12. Woodlake 2020 Updates: Each Leadership board member presented what their commission had as updates, action items and progress and Pastor Micah reported on these items. These are also recorded in information sent out to the congregation electronically. Please review your roles.
13. Leadership Board Elections and annual meeting: Barb Halsne is the only board member leaving the board this year and Anne Schauer has agreed to be the new Leadership Board secretary. The annual meeting is Sunday, November 18 and will be in the Sanctuary following the 10 am service. At the conclusion of the meeting the Leadership Board will be available to answer any questions anyone may have.

The meeting adjourned at 8:57 pm with the Lord's Prayer.

Reminders:

December 13th Leadership Board Meeting: Treats and Devotions – Anne Schmiegl

December Messenger article – due by November 15 – Anne Romstad

January Messenger article – due December 15 – Mary Olson

Respectfully submitted,

Barbara Halsne