

Immanuel Lutheran Church
CLT Meeting Minutes
July 16, 2018

Attendees

Name	Role	Term Remaining	Attendance
Paul Niewald	Chairman	2	Present
Erik Burgdorf	Vice-chairman	2	Present
Travis Lamb	Secretary	1	Present
Brian Becker	Member	3	Present
Gail Blackman	Member	2	Absent
Tony Bradley	Member	1	Present
John Breite	Member	3	Present
David McCollister	Member	3	Absent
Michelle Wiegmann	Member	1	Present
Craig Sanguinet	Business Manager		Present
Scott Schmieding	Senior Pastor		Present

Minutes

- Devotion and Prayer – Tony Bradley
 - Matthew 19:14
 - Remember that human dignity comes from the creator. We are expected to do for the least of these which includes defending the unborn.
- Devotion Schedule
 - August - Erik Burgdorf
 - Unless Pastor Tormoehlen accepts the invitation to the Owner's Dialogue session for August and agrees to do the devotion.
- July 2018 CLT Agenda was approved.
- Review and Approval of Minutes
 - June 2018 CLT Minutes were approved.
 - June 2018 Voters Meeting Minutes were approved.
- Is there a published conformed version of the Policy Manual?
 - No, an updated version needs to be posted to church drive and website.
 - *Craig to ensure documentation is revised and posted.*

- Chairperson's Report
 - Nothing new to report
- Business Manager Report
 - Financials:
 - June was not yet closed out at the time of the meeting.
 - Expecting to finish the fiscal year with a surplus
 - Tuition down ~80k compared to same time last year. Down ~90k total across tuition and giving.
 - Slightly behind on giving but stock and estate giving is up.
 - Some positions still yet to be filled.
 - Debt down to under 500k
 - ~800k pending to meet the Shine pledge.
 - *Craig to send out official budget for next fiscal year.*
 - Properties:
 - Sanctuary Ceiling
 - Still working with GuideOne insurance on claim for ceiling collapse. GuideOne likely to seek to distribute responsibility for coverage among other companies. Jim Droste acting as project manager. Intends to be hands on during the process
 - Insurance expected to cover cleanup and restoration of south side
 - Agreed that it is unsafe to work with north side in danger of collapse. North side ceiling will be braced.
 - Insurance also expected to cover north side ceiling.
 - Stabilization of north side starts July 17.
 - Cleanup starts July 23.
 - Have received significant contributions towards restoration if we need to cover additional costs.
 - Holy Cross can serve as a model for restoration of Immanuel.
 - Pastor Schade heading up A/V MAT.
 - Property insurance likely to go up, but no indication of how much yet.
 - FH lower level
 - Meeting later this month to re-new efforts.
 - FH upper level
 - Need to look at freshening up the upper level.
 - Currently assessing satisfaction with service provided by Corvus.
 - Looking into updates to the Children's center with dedicated funds
 - Human Resources
 - Judy Schiller retiring in Aug. Carolyn Cook has been hired as replacement and training is underway.
 - New tech coach, Page Jackson, has been hired

- Senior Pastor Report
 - Cancer Support Event on July 21 after 5PM worship service
 - Looked at pictures of Holy Cross sanctuary to evaluate what our restoration could look like. Same architect as Immanuel
 - Approved June membership changes.
 - Rick Fruend helping to start Tables of Eight at Immanuel to promote fellowship.
 - Andrew Schempf accepted call for Director of Music Education and Ministry.
 - Will not have Boar's head this year due to sanctuary restorations and to allow new music ministers to transition..
 - Still waiting to hear from Brian Scheller on the Associate Director of Music Education and Worship position.
 - Request that we consider second DCE to focus on younger children in strategic staffing plans.
 - Possible candidate for a part time P.E. Assistant position, James Mitchell. Taught 3rd and 4th grade at River Roads. Approval sought to combine some SHINE mission funds with budgeted P.E. Assistant salary to provide a full time salary plus benefits to James per pay scale. Position would be part time P.E. Assistant and part time LCMS missionary to North St. Louis. Motion passed.
- Committee Reports:
 - Executive
 - Have not been able to schedule annual reviews with previous executive committee.
 - *Paul to schedule through Beth with current executive committee*
- Old Business
 - Financial review/internal audit
 - Received draft of first effort with Botz & Deal
 - Reviewing as a template to take forward for this and following years.
 - Policy Manual 7.0, Planned Giving Guidelines Draft
 - *Brian will draft revised wording to clarify how undesigned gifts over 100k should be handled.*
 - Designations should be periodically reviewed for relevance. Plans may change such that a designation will never be met. Also may receive above what is required to meet designation. Or never receive enough funds to meet the designation.
 - *Erik will work on a draft to address periodic review of designations in section 3.10 of the Policy Manual.*
 - Discussed distinction between planned giving and general giving. Planned giving is typically funds given to be used at a future time Note that Section 3 of Policy Manual covers general giving.
 - Guideline 2
 - "corpus of the Planned Gift"

- Suggest striking everything after the comma for clarity.
- Also need clarity on timing of announcement. Intent is to state that the details of the gift, including donors name, should never be announced until it is received.
- Paul will send Travis a draft of the revised wording.
- Guideline 5
 - Does this refer to a standing committee or one that is appointed when necessary?
 - Revise wording to “CLT shall determine the need and appoint..”
 - Section does not define the committee’s responsibilities.
 - “responsible for administration and review of planned gifts and their designations and are accountable to the CLT.”
- Guideline 6
 - Fix typo on 4th line: “Aif”
 - Does “the Church” need to be defined?
 - Does this mean CLT or voters approval? Likely CLT.
 - Revise wording to “must be approved by the Church as represented by the CLT and Senior Pastor”.
- Guideline 7
 - Clean up typos in last paragraph.
 - change to “subject to prior receipt”
- Guideline 8
 - Change to “approved designated funds shall include but not limited to”
 - Strike last paragraph
- Policy Manual 8.0, Investment Policy Draft
 - Motion was made and passed to move review of section 8.0 to the August meeting.
- Status of requests from the Owner’s Dialogue Sessions
 - School Administration
 - Short and long term goals will be addressed in strategic plan.
 - Angel Fund action is still open.
 - Discussed the split of duties between CLT and School Leadership. Responsibility of school management rests with Senior Pastor with support from the CLT through strategic planning.
 - Child protection policy
 - Need to look into background checks for leaders, volunteers, etc. Need to include this in the strategic plan.
 - Athletic Director

- Reinforced need to clean gym as part of janitorial duties which seems to be helping.
 - Included a part time assistant in the budget as requested.
 - Will look at improving number of volunteers with strategic plan.
 - Recommend following up with some of the key owners to see if we have/are addressing their requests.
 - Erik to follow up with Al Loesel.
 - Michelle to follow up with Dave Schoedel.
- Call Committee Updates
 - Key points from the Assistant Pastor survey.
 - 348 respondents.
 - Most view the role as primarily working with membership.
 - Should be family and youth focus.
 - Should be an influencer not necessarily a doer.
 - Immanuel's strengths are Christian education, music, and worship.
 - Most want a younger candidate who is relatable to youth, has good preaching skills, and strong theology.
 - Noted that our congregation sometimes acts as multiple congregations that don't always interact.
 - Some respondents indicated that they want to be more involved.
 - Some have concerns with the method of governance.
 - Survey showed conflicting views on the style of worship.
 - Suggestion to improve visibility on CLT minutes/summary. Perhaps should publish a summary in Connections.
 - *Travis to talk Chris Schikore and Beth Keiser about putting in connections.*
 - 25 candidates for the Assistant Pastor position have been submitted so far.
- New Business
 - Devotion schedule.
 - Scheduling of Owner Dialogue Sessions
 - These sessions are valuable. Should schedule sessions with certain groups regularly, i.e. ILS, LHS, etc.
 - Proposal made that we continue the Owner Dialogue sessions but limit the sessions to 30 minutes max and schedule them every other month. Could also schedule two smaller groups for the same meeting at 15 minutes each.
 - Will invite Pastor Tormoehlen (Visitation Pastor) for Aug.
 - Strategic Plan Update

- How do we map out a new 5+ year strategic vision?
 - Are there any strategic planning groups that we should approach?
 - Brian to talk to Pastor Kunze
 - Pastor Schmieding to talk to Pastor Hagan
 - CLT should look at school accreditation points and parent survey.
- Calendar:
 - Next Meeting – August 20, 2018
 - Will meet in Library
- Adjournment and Prayer
 - Pastor adjourned us in prayer at 9:15.