

## **Immanuel Lutheran Church, Church Leadership Team (CLT) Meeting**

**Minutes...Monday, May 21, 2018, 6:30 pm**

<b>CLT Membership</b>		<b>Term Remaining</b>	
Chairman:	Jim Viehland	1 yr	present
Vice-chairman:	Dan Twillman	1 yr	present
Secretary:	Gail Blackman	3 yr	present
Member:	Tony Bradley	2 yr	present
Member:	Erik Burgdorf	3 yr	arrived 6:45pm
Member:	Nate Droste	1 yr	absent
Member:	Travis Lamb	2 yr	absent
Member:	Paul Niewald	3 yr	present
Member:	Michelle Wiegmann	2 yr	present
Business Manager:	Craig Sanguinet		present
Senior Pastor:	Scott Schmieding		arrived 6:55pm

Chairman Jim Viehland called the meeting to order at **6:30 pm**.

**Devotion schedule...** June Jim Viehland

**Devotion** was led by Dan Twillman. Eccles. 8:15 "God wants us to enjoy life."

The Agenda was approved.

Minutes: The April CLT minutes were approved. The April 15, 2018 Voters' Meeting minutes were approved.

**Owner's Dialogue Session:** Mrs. Debbie Hendricks, volunteer director of Women's Ministries, attended the meeting to discuss the Women's Ministries program at ILC. Debbie shared the different ministries that include bible studies, prayer chain, retreats, clubs and service groups. There is a slow decline in attendance in many of the groups (due to busy schedules, apathy, lack of commitment, careers, and misconceptions). What could be done to help increase interest and attendance: Educate the women about events and the importance of belonging to a body of believers; request more excitement from the pastors, announce it from the pulpit; have the leaders get more involved; encourage each other to attend and pray for Women's Ministries.

### **Chairman's report:**

Chairman Jim V. will invite a representative for a future CLT meeting in the fall.

### **Senior Pastor's Report:**

Pastor's report was reviewed.

'Prayer' is the focus for 2018. There will be a day of prayer in the Sanctuary each month. '7:7 Day of Prayer' is based on Matthew 7:7.

The Principal's report was reviewed.

Staff matters: Director of Worship and Music call committee had recommended we extend a call to Dr. Jeffrey Blersch, Professor of Music, Concordia University in Seward, Nebraska. He declined the call.

Pastor will begin Church Staff evaluations in 2018.

A new vicar was assigned on April 25. Jared Townley is from Wisconsin and will arrive here in August.

An 'Inspiration Station' will be added to the Prayer Garden. It will house books and pamphlets for the congregation and community to encourage spiritual growth.

Membership changes for February, March and April were approved. The church administrative assistant is updating attendance records.

Pastor requested we offer special support for the Reach Up, In & Out Capital Campaign at Lutheran High Saint Charles. A motion was made to recommend supporting the special campaign with matching funds from our SHINE campaign up to \$20,000. It was seconded and passed. It will be presented at the June 19 Voters' Meeting.

### **Business Manager's Report:**

Financial reports from April were reviewed. Offerings were slightly lower than budgeted for April. Tuition continues to fall behind because enrollment numbers were adjusted after the budget was passed. Expenses were in line with the YTD budget.

SHINE Campaign numbers were updated. Three debt payments will be made which will get us up to date.

We have submitted all invoices to Guide One Insurance and most of the expenses for the repair will be covered.

The sanctuary western wall was stabilized but the ceiling plaster is continuing to fall.

Lighting in the sanctuary is being reviewed and researched. Darren Stross from Orne LePique gave a bid, but we will continue to look at other options.

Sound system companies are being researched for the sanctuary. A temporary speaker system may be necessary.

Human Resources: Craig signed a contract with Corvus for contract custodial labor; working about 5 hours a day (after school hours). A Tech instructor will be sought to fill this vacant staff opening.

The ice maker in the FH kitchen needs to be replaced.

The 2018-2019 (draft) budget was reviewed. April's financial data needs to be included and the salary for the music position will be looked at; an edited version will be emailed to the CLT. The budget will be presented at the June 18, 2018 Voters' Meeting.

### **Committee Reports:**

Executive – The Executive Committee will be getting together in May for evaluations.

Finance- Don H. and Craig S. are getting data and information to Botz and Deal. This process continues.

Nominating – The nominating committee is being formed, using Appendix A in the policy manual. Vice Chairman, Dan Twillman, submitted an approved list of nominees for consideration. Three members have agreed to be on the June 2018 ballot.

### **Old Business:**

### **New Business:**

Jim V. asked for volunteers to review:

1. the Appendix B and Pastor Schmieding's Succession Plan (Tony Bradley and Travis Lamb). The plans from Pastor Schmieding and the Policy Manual are mostly compatible. Travis Lamb will draft a change to the document to include the spiritual aspect;
2. volunteers for cash handling policy/investment policy (Paul Niewald and Craig Sanguinet); Paul and Craig are researching this topic; Paul will draft an addition to the policy manual;
3. and Planned Giving guidelines (Erik Burgdorf and Jim Viehland) Erik and Jim will report in June.

The CLT will present the policy changes to the Voters' at the June 18 meeting. It will be posted on the website for voters to review prior to the meeting. Jim V. will handle that.

Follow-up from the Owner's Dialogue Session will be addressed at the next CLT meetings. Craig will bring the school's 5 year plan that was created 5 years ago.

**Calendar:**

June 18, 2018, 6:30pm - CLT meeting

June 19, 2018, 6:30pm - Voters' Meeting

The meeting adjourned at 10:15pm with the Lord's Prayer.

Respectfully submitted,

Gail Blackman, CLT Secretary