

**Immanuel Lutheran Church**  
**CLT Meeting Minutes**  
November 20, 2023  
6:30 PM

**Immanuel Lutheran Church is a family of believers equipped to  
enrich our communities for Jesus Christ.**

**Attendance**

Present                      Debbie Boyer, Kathy Cushman, Scott Kohrs, Kelle O’Neill, Dennis Rolfing, Anne Stewart, Dana Thomas, Josh Ward, Nick Weber  
Pastors                        Pastor Schmieding, Pastor Taylor  
Business Manager        Erik Burgdorf

**Minutes**

- Approval of agenda – attendance adjustment
  - o Motioned/Seconded/Approved
- Devotions – Dana
- Review and Approval of October 16, 2023 Minutes – Dennis
  - o Motioned/Seconded/Approved
- Steward Conversation – Dennis
  - o Athletics – Bob Dubberke
    - Update on athletics participation/programs
      - Cross Country
      - Soccer
      - Volleyball
      - Basketball
      - Cheerleading
      - Track
    - Golf Tournament success
      - Purchased washer and dryer
      - Gym lighting and switches
      - New controllers for the scoreboards
      - New uniforms
    - In the process of updating Athletic Handbook
    - Questions from CLT
- Visioning Process – Pastor Taylor
  - o Comments, Questions, Reactions
  - o Next Steps
    - Things are going well
    - Master Planning
      - Where are we heading long term?
      - Begin interviewing architects
        - o Mission Architects Proposal for Master Plan
        - o The CLT agreed to move forward to procure a Master Plan for Immanuel with available funds
  - o Update to Congregation

- Potential Building Program
  - Conversations with Designers
  - Discuss selection of Designer/Architect
- Executive Committee – Dennis
  - Comments/Questions to/from the Executive Committee
  - Semi-annual meeting with Pastor Schmieding and Erik Burgdorf
- Policy Review – Dennis
  - All sections have been reviewed according to policy
- Business Manager – Erik
  - Financial Reports
    - Income and expenses – both continue to be a little below budget
    - Line of Credit – no advances needed nor anticipated
    - Investment Committee
      - Awaiting response from suggested candidate
  - Facilities and Properties
    - Fellowship Hall
      - Addressing sprinkler room odors
    - Sanctuary/Lutheran Center
      - Addressing elevator shaft odors
      - Sacristy (sacrarium) – earthen drain dug out and plumbing replaced
      - West wall plaster repair and painting completed
      - West wall tuck-pointing
        - Estimates requested
      - Exterior improvements
        - Front of Sanctuary concrete replaced
        - Underway
          - Lighting
          - Landscaping
          - Benches and seating
    - 630 First Capitol
      - Demolition complete
      - Fill scheduled
        - Foundation
        - Parking area
    - School Building
      - Boiler replacement complete – all 3 boilers operational
      - Summer Dining Hall refresh
        - Final phase: Audio Visual system installed
      - MO State Security Grant – proposed use
        - Add cameras to increase campus coverage
        - Additional doors/locks to allow Gym-only access
        - Internal store-front maglock doors by AD office; security boys' locker room, 2<sup>nd</sup> floor hallway doors
      - Additional classroom refresh
        - End-of-year individual fundraising “opportunities”
  - Snow Removal
    - Contract with Dawson Clark (current lawn care provider)

- Benefits
  - 2024 Open Enrollment concluded
  - Benefits Committee to address long term requirements and policies
- Other
  - Ministry Expansion Program
  - CLT annual confirmation of staff Housing Allowances at December meeting
- Pastor Schmieding
  - Stewardship/Fellowship Conversation
  - Giving Thanks for God's Blessings
    - Confirmation of 9<sup>th</sup> Grade students
    - Campus upgrades
    - Generosity of God's Immanuel people
    - Individuals and groups working together
    - Generous estate bequests and other special donations
  - Report on Church Attendance of School Staff and Member Families from July, August, and September
    - Letter sent to all School Church Member Families
      - Reminder of commitment
      - Self-assessment
  - Membership Changes – October 2023
    - Motioned/Seconded/Approved
- Additional Staff Reports
  - These reports provide a great deal of Information for CLT and are very much appreciated
    - Pastor Schmieding
    - Pastor Taylor
    - Pastor Bohlmann
    - DCE Siebarth
    - DCE Warner
    - Music – Schempf/Hahn
    - ILS – Principal Huster
    - Lutheran High – Christine Foshage
- SLMT Coordination – Debbie/Nick
  - Meeting postponed
- Old Business - Dennis
  - Review of staffing discussion
- New Business - Dennis
  - CLT Education – The Augsburg Confession written by Philip Melanchthon in 1530
  - Thrivent Choice situation shared and discussed
- Closing Prayer – Dana
- Adjournment at 8:40 p.m.