

Immanuel Lutheran Church CLT Meeting Minutes

April 15, 2024
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 Rohlfing, Anne,
Stewart, Dana Thomas, Josh Ward, Nick Weber
Pastors Pastor Schmieding, Pastor Taylor
Business Manager Erik Burgdorf

Opening of Meeting – Dennis

- Meeting Called to Order at 6:30 p.m.
- Approval of agenda
 - o Motioned/Seconded/Approved

Devotions - Debbie

Steward Conversation – Dennis

- Mission Associates Update
 - o Fact collecting tour of entire campus
 - o Facility Analysis
 - o Site Analysis
 - o What We Learned – Site
 - o What We Learned – Church Staff
 - o What We Learned – K-8 School
 - o What We Learned – Early Childhood
 - o Next Steps
 - Feedback from Committee
 - Create New Space Design to Address Needs
 - Develop Building and Site Concepts

Review and Approval of Minutes - Dennis

- Review and Approval of March 18, 2024 Minutes
 - o Motioned/Seconded/Approved

Ministry Expansion – Pastor Taylor

- CLT/Congregational Update Plan
 - o Meetings continue with Team from Mission Architects
- Process for filling DCE Vacancy
 - o Revision of Job Description
 - o Appoint a Call Committee
 - o Maggie requested to be on the Call Committee
- Comments, Questions, Reactions

Executive Committee – Dennis

- Meeting in June for evaluations of Senior Pastor and Business Manager
- Comments/Questions to/from the Executive Committee
- Report of the CLT Nomination Committee – Dana Thomas
 - o Meeting April 17, 2024 at 7:00 p.m.
 - o Committee Members: Sam Deitte, Scott Kohrs, Kirk Thaumert, Dana Thomas, Pastor Schmieding, Nick Weber

Policy Review – Dennis

- All sections have been reviewed according to policy
- Constitution, By-Laws, and Policy 1 will be reviewed in May

Business Manager Report – Erik

- Financial Report(s)
 - o March 31, 2024 Reports – on track but slightly below anticipated amounts
 - offerings and expenses were both below budget
 - Line of Credit - \$0.00 balance
 - o 2024-2025 Budget
 - Preliminary planning
 - Discussions with Ministry Leaders
 - Base salary increase
 - o Seeking CLT input in May CLT meeting
- Facilities and Properties
 - o Fellowship Hall
 - Various roof leaks repaired – under warranty
 - Police Substation temporarily paused – seeking Committee chairman
 - o School Building
 - School Security
 - Cameras and paging system ordered
 - Reimbursement request submitted
 - Fully Funded - \$100,000.00 (State Grant)
 - Summer Projects
 - Successful auction (thank you planning team!)
 - All classroom refreshes fully funded via contributions and auction
 - Kitchen and ½ 3rd floor bathroom remodel from Designated Gift
 - o Aspire Construction/Grant Krueger donating other ½ of bathroom remodel
 - o First Capitol Properties
 - 630 1st Capitol
 - Sewer capping complete
 - Landscaping scheduled
 - o Handicap entrances
 - Repair/replacement estimates requested
- Staffing
 - o End of fiscal year retirements
 - Interviews scheduled

- Called workers
 - DCE
 - Intentional review of duties and responsibilities
 - Other staff and volunteers filling gaps
 - Assistant Principal
 - Last day will be May 31
 - Exploring interim candidates
 - Call Committee sooner rather than later
 - SLMT developing committee candidate list
 - CLT input
- Other
 - Employee Benefits Committee
 - First meeting held 4/8/2024
 - Topics to address
 - Benefit costs and cost structure
 - Minimum wage compression
 - Overall salary matrix
 - Develop list of options
 - First actions
 - Survey like-sized church/schools
 - Review full range of available CPS health care plans
 - Research non-CPS health care options

Pastor Schmieding

- Stewardship/Fellowship Conversation
 - Several funerals
 - New Vicar will be assigned soon
 - Small nearby congregations may need Vicar support
- Giving Thanks for God's Blessings
 - Amazing Holy Week and Easter
 - Wonderful Music Team
 - Well Attended Farewell Reception for Jolene
- Church Attendance of School Staff and Member Families
 - Overall, improvement – individual meetings are taking place as needed
- Membership Changes – February and March
 - Motioned/Seconded/Approved

Additional Staff Reports

- These reports provide a great deal of Information for CLT and are very much appreciated
 - Pastor Taylor
 - Pastor Bohlmann
 - DCE - Jolene Siebarth
 - DCE - Maggie Tritten
 - Music Director – Andrew Schempf
 - Music Director – Dr. Rachel Hahn

- ILS – Principal Scott Huster
- LHS Report – Christine Foshage

SLMT Coordination

- CLT-SLMT Coordination Report – Debbie/Nick
 - Number of students continues to increase
 - Part time Student Services Assistant will be hired to assist counselor and student services
 - Picnic volunteers are needed

Old Business - Dennis

- None

New Business – Dennis

- None

CLT Education – Dennis

- Luther's Small and Large Catechism written in 1528-1529

Closing Prayer – Debbie

Adjournment – Dennis

- Meeting adjourned at 8:55 p.m.