

Immanuel Lutheran Church CLT Meeting Minutes

May 20, 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, Anne, Stewart, Dana Thomas, Nick Weber
Pastors Pastor Schmieding, Pastor Bohlmann
Business Manager Erik Burgdorf

Opening of Meeting – Dana

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

Devotions - Kelle

Steward Conversation – Dana

- Immanuel Boy Scouts Presentation
 - o Scott Iver (Chartered Organization Representative)
 - o Chris Burrus (Cub Scouts)
 - o Kevin Westly (Boy Scouts)
 - o Carson Iso (Senior Patrol Leader)
 - o What is Scouting?
 - o How scouts work with the Church
 - o Trained adult leaders
 - o Scouting fit in the Church's Mission
 - o Service Opportunities within the Church and individually
 - o Thorough Safety Precautions
 - o How can CLT help?
 - Recruiting
 - Promotion of the program
 - Share any ideas of interesting learning opportunities for the scouts
- Suggestion to add Social Ministry as future Steward Conversation

Review and Approval of Minutes - Dana

- Review and Approval of April 15, 2024 Minutes
 - o Motioned/Seconded/Approved

Ministry Expansion – Pastor Taylor

- Revision of DCE Job Descriptions
 - o Call Committee is being formed

- Update on Mission Architects Progress
- Report on “Serving Our Cities”
 - o Outstanding first time event – over 100 members participated
 - o Event will be moved to the fall
- Comments, Questions, Reactions

Executive Committee – Dana

- Report of the CLT Nomination Committee
 - o 5 people currently nominated
 - Joe Bekebrede
 - Scott Kohrs
 - Amber Medrano
 - David Pollard
 - Amber Medrano
 - Debbie Wiegmann
- Approved a recommendation to the Voters to change the status of Pastor Bohlmann from Assistant Pastor to Associate Pastor effective August 1, 2024
 - o Motioned/Seconded/Approved
- Approved a recommendation to Voters to update the Policy Manual Section 2.4.1 on CLT Nominations
 - o Motioned/Seconded/Approved
- Approved a recommendation for Voters to grant a peaceful release from their Divine Call for Jolene Siebarth, DCE; Sonya Timmerman, Assistant Principal; and Julianna Burgell, 2nd Grade Teacher
 - o Motioned/Seconded/Approved
- Alerted CLT to the possibility of a Special Voters Meeting in the summer to issue Divine Call(s) for teaching/open positions
- Comments/Questions to/from the Executive Committee

Policy Review – Dana

- Partial review of Constitution, By-Laws, and Policy 1
- Consider a committee to look at potential updates
 - o Discussion of areas to update in Constitution and By-Laws
 - Section 3.A.4 (page 20) - Possible addition of attending worship, participating in the life of the congregation, and providing financial support
 - Article 7.1 (page 24) - Change wording of how the manual is published
 - Article 8.A.2 (page 9-10) needs to be addressed
 - o Discussion of areas to update in Policy Manual
 - Policy 1 (Strategic Direction) should be reviewed to reflect current ministry plan discussions

Business Manager Report – Erik

- Financial Report(s)
 - o April 30, 2024 Reports
 - Contributions and expenses are both below budget
 - Lengthy discussion on how to best inform congregation on day to day needs (encourage people to give a small amount or increase their contribution by a small amount)

- Line of Credit - \$0.00 balance
 - 2024-2025 Budget Preparation
 - Draft budget options
 - Ongoing Ministry Leader discussions
 - Base salary increase
 - CLT input
 - Lengthy discussion and questions
- Legal
 - Non-member fall – February – 7th & Madison
 - Attorney letters of representation and preservation received
 - Claim opened with GuideOne Insurance
- Facilities and Properties
 - Ministry Expansion
 - Mission Architects conceptual designs received
 - Cemetery
 - City of St. Charles – Flood abatement project
 - Property acquisition funding approved at May 14 City Council meeting
 - Preliminary plan requires +/- 2 acres of Immanuel Cemetery property
 - Fellowship Hall
 - Fogged/cracked window replacements ordered
 - School Building
 - Security
 - Cameras installation complete
 - Paging system installation in progress
 - Funded by State grant – reimbursement received
 - Summer Projects
 - See attached Project list/schedule
 - Funded with special donations & designated funds
 - Sanctuary
 - Exterior – additional landscaping scheduled
 - Handicap entrances
 - Continue to wait on repair/replacement estimates
- Staffing
 - Office Administrator
 - Felicia Winters hired, started May 13
 - Overlap and training with Beth Keiser through June 30
 - Custodial Services
 - Interviewing candidates
 - Reviewing structure – should we utilize contracted services for some portion of cleaning?
 - Called Positions
 - Assistant Principal
 - 3-day/week Interim contracted through November
 - DCE
 - Intentional review of position responsibilities
 - Call Committee instantiated
- Campus Security Procedures

- Review following April 28 incident
- Staff and volunteer awareness and response training
- Employee Benefits Committee
 - Surveying like-sized church/schools
 - Requests for non-CPS health care quotes
 - Review full range of available CPS health care plans
 - Minimum wage adjustment option included in budget options
 - November minimum wage ballot proposition
 - \$13.75 in 2025 / \$15.00 in 2026

Pastor Schmieding

- Stewardship/Fellowship Conversation
 - Discussion on changes to Confirmation
 - More information to follow and questions are welcome
 - Stewardship challenges
- Giving Thanks for God's Blessings
 - Very blessed with baptisms
 - Inspiring faith story involving High School students (Immanuel graduates)
 - Trip to DC and greater Virginia and Maryland areas
 - Installation of former Immanuel member Rev. Christopher Conkling
 - Overview/Tour by Immanuel member serving on the Secret Services Presidential protection detail
 - Time spent with former Immanuel Vicar and now Pastor Ian Thormondson
- Trey Dille Ordination (Immanuel graduate) will be in the Sanctuary on June 1 at 2:00 p.m.
- Membership Changes – April
 - 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
 - Vicar Westcoatt
 - DCE - Maggie Tritten
 - Music Directors – Andrew Schempf/Dr. Rachel Hahn
 - ILS – Principal Scott Huster
 - LHS Report – Christine Foshage

SLMT Coordination

- CLT-SLMT Coordination Report – Nick
 - There will be some policy changes for 2024-2025

Old Business - Dana

- None

New Business – Dana

- None

CLT Education

- CLT Education will continue in June

Closing Prayer – Kelle

Adjournment – Dana

- Meeting adjourned at 9:40 p.m.