

# **Immanuel Lutheran Church CLT Meeting Minutes**

March 16, 2026

6:30 PM

## **Attendance**

Present: Scott Kohrs, Amber Medrano, Kelle O'Neill, Dennis Rohlfing,  
Matt Ruengert, Bernie Tonjes, Nick Weber, Debbie Wiegmann

Pastors: Pastor Schmieding, Pastor Bohlmann, Pastor Taylor

Ex-Officio: Scott Huster

## **Opening of Meeting– Scott Kohrs**

- Meeting Called to Order at 6:29 p.m.
- Approval of agenda
  - Motioned/Seconded/Approved

## **Devotions – Scott Huster**

### **Steward Conversation-Music Ministry-Andrew Schempf & Rachel Hahn**

- Presented yearly Update:
- Current projects are Holy Week Music for K-8, Easter Adult Choir and planning for the Spring Musical
- We have had high attendance for mid-week Lenten Service student choirs.
- Spring Musical - 5<sup>th</sup>-8<sup>th</sup> Grade will present “Seussical the Musical” on Friday, May 8<sup>th</sup>
- Men’s Choir will be continuing
- We are searching for a Strings Teacher and have an interview lined up this week. The hope is this person will do some general music teaching as well. Cost will be shared with LHS and Child of God, but position will be primary to ILS.

### **Review and Approval of Minutes – Scott Kohrs**

- Review and Approval February 16, 2026, CLT Minutes
  - Motioned/Seconded/Approved

### **Ministry Expansion—Laura Meyer & Bernie Toenjes**

- Campus Expansion Update:

- Discussion of proposal by Fellowship Development. (Proposal was sent ahead of CLT meeting to members via email)
- Ministry Expansion Committee vetted 3 different firms: Lutheran Extension Fund, AmPhil (Herzog Foundation), and Fellowship Development (Steier Group).
- The Ministry Expansion Committee recommends we move forward with the proposal from Fellowship Development: They have lots of experience with Missouri Synod Churches, would have a fully embedded staff person, and they can meet our pre-planned timelines. All in is 1.5%. Most non-profits would spend 4-5% on the same type of campaign support.
- If CLT approves the proposal, the contract will go to Erik Bergdorf to review. We are not incurring any debt, and the congregation will be informed at Town Hall Meeting on 3/23 at Noon.
- Motion to approve the initial proposal from Fellowship Development:
  - The Planting Seeds of Faith Steering Committee recommends the appointment of Fellowship Development as our partner in a 12-week planning study and 6-month capital campaign for our Planting Seeds of Faith Ministry Expansion. The fee for the planning study is \$24,000 with an estimated \$7,000 travel budget. The fee for the 6-month capital campaign is \$165,000 with an estimated \$31,000 travel budget for the campaign manager. This equates to approximately 1.5% of our \$15m targeted capital raise. The initiation of the 6-month capital campaign would be contingent upon the successful completion of the planning study. All printing, postage, copies, campaign supplies, special events and campaign-related hospitality would be in addition to the above fees. Final approval of the contract would only occur after business manager review and approval of final contract terms.
  - Motioned/Seconded/Approved

### **Search Committee for Business Manager-Scott Kohrs & Jason Becker (Co-Chairs)**

- Committee is in place, and also includes Pastor Bohlmann, Erik Burgdorf, Kim Babbitt and Carolyn Cook. First three candidate interviews took place on 3/9 and 3/10
- Position is still open and accepting applications and inquiries
- The search committee is ready to move forward with a hiring recommendation:

Michelle Warner for the full-time position. Michelle had a strong advantage in terms of having the most relevant experience.

- Discussion on salary, benefits, relocation expenses, etc.
- Motion to approve full benefits package to extend an offer to Michelle Warner, for the Business Manager position, including 3 weeks paid vacation, annual wage with the range of \$77,500-\$82,500 + the business manager may be eligible for 1-3% salary increase on July 1, + 1 time moving reimbursement of up to \$3K.
  - Motioned/Seconded/Approved

#### **Executive Committee- Scott Kohrs**

- No Report

#### **Policy Review, Constitution, Bylaws Committee-Dennis Rohlfing, Bernie Tonjes, Debbie Wiegmann**

- Policy Manual review is in progress with Pastor Schmieding

#### **Hospitality Committee/Team Report-Kelle O'Neill/Pastor Bohlmann**

- Next CLT participation date: 4/26/26 @10:45 am. We will need at least 2 greeters and 3 café workers.
- Kelle will select three more dates for CLT participation (2 summer and 1 fall) and share with CLT at the April meeting. The Fellowship Hall services have the most need at 5:00 pm and 10:45 am

#### **Business Manager Report – Erik Burgdorf—vacation-no report**

- Review of Financial Statements ending Feb 28, 2026

#### **Senior Pastor Report-Pastor Schmieding**

- Membership Changes for January and February 2026;
  - Motioned, seconded, approved
- "March Through Matthew" has been a great time and is getting positive feedback.
- We have had three funerals in the last three weeks. Please continue to lift prayers for those experiencing loss.
- Lent has been fun! Lots of fellowship and action with dinners and Lenten services. We served over 250 people with Jambalaya Lenten Dinner last week.
- We ordered over 450 lego sets for Lent and we are out!
- Pastor Hagan continues to improve and hopes to be back at work soon

- Our Vicar application was submitted incomplete; however, we will be working something out and they have someone in mind for us.
- We welcomed over 40 new members this month!
- Review of Giving Chart with CLT. We are growing but have more room to grow and room for generosity.
- Pastor has been signing thank you notes for campaign donations for \$25K and \$250K.
- Pastor led chapel at Lutheran North last week and had a great experience.

### **Additional Staff Reports**

- These reports provide a great deal of Information for CLT and are very much appreciated:
  - Vicar Steingraber
  - Pastor Taylor
  - DCE Maggie Tritten
  - DCE Naomi Vang
  - Music Directors-Andrew Schempf/Dr. Rachel Hahn
  - Head of School-Scott Huster

### **SLMT Coordination**

- CLT-SLMT Coordination Report –Nick Weber, Amber Medrano, Scott Huster
  - We are anticipating 600 students next year.
  - Jill Oetting has finalized a master schedule next year that will allow planning and collaboration periods. This is a win-win for teachers and students.
  - We will be moving away from the federal lunch program next year.
  - Grandparents Day was a success with 1200 people on campus for the event.

### **Pastoral Support Committee-Jason Becker**

- Initial review of Sabbatical leave at ILS for pastoral staff and church workers.
- More discussions are planned for the April CLT meeting.

### **Youth Ministry Committee-Matt Ruengert**

- Matt was able to attend a Family Action Team Meeting this week. A focus was on the faith milestones program and encouraging family participation along with a sense of community.
- Naomi is getting her footing and speaking with confidence.
- Discussion also included how to build excitement in youth from 8<sup>th</sup> grade

through high school.

- Help is needed for the upcoming Easter Egg Hunt.

### **Old Business – Scott Kohrs**

- Acoustic Panels for the Fellowship Hall –awaiting updates.
- Nominating Committee for CLT Members:
  - Committee Candidates Proposed: Dennis Rohlfing, Chair; Amber Medrano, CLT Representative; Matt Ruengert, CLT Representative; Diane Meers, Congregational Representative; Gary Huster, Congregational Representative
  - Motioned, Seconded, Approved
- CLT candidates for election will be proposed and reviewed within the committee, then reviewed by Pastor Schmieding. The Nominating Committee is looking for recommendations for CLT nominees.

### **New Business – Scott Kohrs**

- Next Town Hall Meeting: Sunday, 3/22/26 @ Noon & Wed, 3/25/26 @5:30 pm

### **CLT Education– Dennis Rohlfing**

- Rev. Dr. Scott Murray, Church Worker Wellness

### **Closing Prayer- Scott Huster**

### **Adjournment – Scott Kohrs**

- Meeting adjourned—9:11 pm