

LCMC Board of Trustees Meeting
Minutes: January 29 & 30, 2002
Tempe, AZ

NOTE: MINUTES appear in black; COMMENTARY in red italics. The COMMENTARY merely reflects general discussions of issues. It is not meant to indicate board action or approval. Rather, it is an attempt to provide current information to our membership in abbreviated summary form.

Board members in attendance: Barry Anderson, Robin Lake, Bill Sullivan, David Drum, Kevin Cramer, Dennis Sandmann, Deb Lingen

Newsletter/Communications Editor: Kathy Sandmann

Board convened at 8:00am, January 29, 2002.

Opening devotions- GBA

COMMUNICATIONS

ISSUES:

Discussion and clarification of newsletter with Kathy

1. Target audience: membership; goal is for newsletter to be user-friendly from both the web site and in had format- ready to copy for any interested parties.

2. Focus: Communication of information, encouragement, how districts work and what they are doing, "freedom is messy" theme.

*3. First issue to include:
- List of member congregations, including prayers for congregations taking votes to join/to leave ELCA/to redirect benevolence and other requests
- Info on convention
- Seminary Debt Reduction awareness of privacy issues for individuals receiving support
- Highlight web page
- Contest for name of newsletter
- One-page synopsis for inclusion in church bulletins or newsletter*

4. Future issues: who has joined, profiles of member congregations, LCMC needs, e.g. volunteer opportunities, employment opportunities, etc., Q & A column, various articles on districts, mission opportunities, educational materials, pension/medical plan info, benevolence, letters to the editor.

5. Printing costs for future brochures

The board expressed its gratitude for the excellent service Kathy has agreed to provide.

M/S/P – The minutes of the December 4 & 5 board of trustees meeting are approved as written.

COMMENTARY ON MEETING: The board discussed whether to include the informational commentary with the unapproved minutes when posting to the web site and LCMCTalk. Our decision was that we are an open organization that wishes to communicate well with our membership. We will make corrections and clarifications as necessary, but felt this would give a clearer picture of the business we are conducting.

M/S/P – To approve the minutes of the October 25, 2001 meeting of the LCMC Interim Board of Trustees, including the secretary's correction noting a 15 -member board.

M/S/P – To approve the 2-part treasurer's report as submitted.

M/S/P – To approve a \$2500 cap on the fee to audit LCMC financial records for 2001.

DISCUSSION OF PROFESSIONAL FEES: Barry explained the breakdown of fees to Lindquist, et al. Board discussed whether to: approach Lindquist on an accord and satisfaction to settle the bill in full; to continue the current policy of paying in tandem with WordAlone; or to pay a determined amount on a monthly basis to reduce the debt. The board addressed our need to maintain viable cash flow in these early growth stages.

M/S/P – To approve \$2000 monthly payments to Lindquist, et al on LCMC legal bills already incurred.

M/S/P – To approve a payment to Lindquist, et al, the amount not-to-exceed \$2000, to prepare a group exemption application to the IRS.

The above action is expressly for the purpose of covering all LCMC congregations, districts, and chapters under the not-for-profit status of the association, as advised by legal counsel.

M/S/P – To authorize reimbursement of WordAlone for postage expense in the amount of \$144.88, and salary reimbursement in the total amount of \$1078.58 for services rendered to LCMC by WA employees Toni Tilley and Anne Gleason.

M/S/P – To invite the treasurer to attend board meetings as needed and at the board's discretion, and to reimburse for reasonable expenses incurred to attend.

BUDGET PREPARATION: During a discussion of various issues the board recognized we must prepare a financial report to present to the April convention. A committee will be appointed to handle that task.

CONVENTION PLANS- The board went through a checklist provided by Dennis, our convention chairman. Main meeting will be audio taped, as well as video taped if possible. Anne Gleason will handle registration for LCMC in conjunction with WA. Forms and convention materials will be designed to reflect LCMC as a separate entity. Fees are to be determined as soon as possible, based on costs provided by North Heights. Dennis is working with Anne on those details. Target date is for registration forms and convention info to go out by February 15. LCMC information will go out under separate packets from Word Alone's, but there will be cross-referencing so that attendees can register for both if they so choose. Kevin reported he has made arrangements with Chuck Lindquist of World Mission Prayer League to give the keynote address and will speak 30-40 minutes. Pastor Bob Nordvall of Charity in Bismarck will open the convention. Topics discussed for breakout sessions, some of which may or may not be conducted jointly with WA, may include: updates on pension & health issues; updates on legal issues; mission opportunities-World Mission Prayer League/ Outreach Opportunities & Congregational Mission Starts; and alternative seminary opportunities. How to become a LCMC congregation and forming of districts will be covered in general session, also allowing time for each organized district to present an update on their activities. The board put together a tentative agenda. Assignments for the convention at this time include-- BARRY: welcome letter, plenary session agenda, constitution committee report, rules; DENNIS: convention agenda, contacting Tim Baglien re: Seminary Debt Relief committee report and Anne in the WA office re: updated list of member congregations; JOHN: financial report; DEB: convention minutes, design banners, front cover, and name tags; KEVIN: contact Dale Wolf re: Ministry Standards report; DAVE: communications committee report; BILL: Congregational Recruitment taskforce report; ROBIN: update website and documents, contact Meg Madsen to publicize in seminaries and Twin Cities publications, and to ensure that an update gets posted immediately after convention ends. BARRY will contact Mark Jamison about offering the opening prayer on Saturday morning. We also discussed the possibility of offering members the opportunity to set up tables showcasing mission efforts and educational materials.

The board requested that BARRY contact the parties involved in creating the LCMC logo. He will report back at the next meeting.

M/S/P – The board will proceed with a mailing to include the brochures "What is LCMC," and "LCMC: Questions and Answers," with a cover letter to include information on the April convention and on the LCMC website, to go to all ELCA Congregations on the Word Alone mailing list.

The board agreed that DAVE will request Kathy let bids on the printing and mailing for the ELCA mailing. DAVE will also contact Anne and let her know this is occurring. BARRY will provide the cover letter.

By unanimous consent the board authorized Dave to arrange for printing the appropriate number of brochures.

MEETING SCHEDULE: The board agreed to:
- a monthly conference call except for those months a meeting is scheduled;
- Thursday March 7 & Friday, March 8 - preferably at Luther Seminary if arrangements can be made;
- Saturday evening April 27th, prior to the convention at North Heights;
- June/July - date to be determined
- Thursday September 19 & Friday September 20
- Thursday November 21 & Friday, November 22

SEMINARY ISSUES AND ORDINATION STANDARDS: During a conference call with Dale Wolf, he reported on his congregation's vote last Sunday to join LCMC. Dale and his committee will be focusing greater attention on seminary issues and ordination standards. He is receiving many calls inquiring about these issues. Bill Sullivan shared that Zion in Ottawa Lake is seriously looking for a candidate. Dale noted that the power of ordination lies with the congregation, but that the standards are in place for alternative methods of reaching ordination. Dale has assembled a list of persons to contact for membership on the Theological Advisory board and will make those contacts prior to the convention.

DISCUSSION OF THE LCMC PASTORAL LIST: The association has ordination and ministry standards, and a pastor must meet those standards as well as complete our paperwork to be included on the list of LCMC pastors. We reserve the right to decline to accept candidates; further, we will remind congregations they must perform due diligence before calling a pastor. KEVIN will discuss the application and procedure with Dale. The board will make every effort to ensure the procedure for being included on the list of pastors is communicated to our membership.

STAFFING: Points brain-stormed in a discussion of what we might be looking for in administration include:

-LCMC membership communication (paperwork, pension)
-Knowledgeable/spokesperson
-Legal understanding
-Business manager (contributions, taxes, etc.)
-People skills
-Communication skills
-Not necessarily a traveling speaker
-Accessibility
-Potential point person with seminarians
-? Support for board
-Administrator, planner, coordinator

A related subject, the need for a permanent location, was also discussed.

(Recess for the evening)

January 30, 2002: 8:00am. Kevin opened with devotions.

Kathy provided a mock-up of the newsletter and asked for comments.

The board decided to place a notice in our upcoming newsletter inviting members to propose locations for our national office as well as seeking proposals for staff. BARRY will write the article.

LCMC has been notified that a congregation in Nebraska and in California have made pledges for calendar year 2002 to LCMC.

WEB SITE ISSUES: Robin is working with Joe Hootman on these issues. Our email still runs through Word Alone and is advantageous from a cost standpoint. If we were to make arrangements to host our own a usable server might cost approximately \$3000 at this time.

The board discussed issues related to size of the board of trustees.

M/S/P – The board will propose to the April convention that the number of members of the board of trustees be increased to eight, for the specific purpose of including an independently elected-at-large treasurer, with fiduciary accountability to the membership, and to further propose all necessary amendments to the bylaws. The position will be elected at the 2003 annual convention.

The above action was taken because the board is very aware that the position of treasurer for an organization such as ours requires a specific skill set. It is essential we maintain the highest standards of fiduciary accountability to our membership as we continue to grow. The current process does not necessarily allow for the election of someone with the essential highly-specialized skills. The board agreed this action adequately addresses that concern.

Barry reported the pension plan is now up and operating. He will make a report to the membership with further details. In regard to the health plan, we are to receive numbers next week, and that information will also be passed on to the membership.

SEMINARIAN DEBT RELIEF COMMITTEE update: Robin provided a draft proposal from the SDR LCMC/WA Joint Committee.

M/S/P – To approve and accept the Seminary Debt Relief Fund Policy & Guidelines proposal from the LCMC/WA Joint Committee on Seminary Debt Relief.

BILL will contact William Scott of Texas, who has made inquiries regarding a mission effort.

The board discussed a proposal from ALD regarding their intention to create a new liturgy and to begin building a women's auxiliary organization. We are very supportive of these efforts. BARRY has been instructed to contact ALD to discuss these projects further.

BILL and ROBIN will coordinate a follow-up effort for congregations joining LCMC, ensuring personal contact from Bill and a letter/forms to join from Robin.

BILL will call Mike Rogness regarding the possibility of arranging a meeting with seminarians one evening during our March board meeting.

By unanimous consent, appointments to the Stewardship Committee will include John Chatelain, Robin Lake, and Kevin Cramer, for the purpose of preparing a report to the April convention.

Dennis provided an updated printed working agenda for the convention, reflecting the previous day's discussions.

By unanimous consent the board appointed Dennis Sandmann, Robin Lake, and Deb Lingen to the core convention planning committee.

By unanimous consent the board decided to take one offering at the LCMC convention, to be evenly divided between World Mission Prayer League and LCMC missions.

The board discussed how best to streamline decision-making between board meetings.

Meeting adjourned at 1:20pm, January 20, 2002.

Respectfully submitted,

Debra Adams Lingen
Secretary