

Luther Park Board of Directors
February 18, 2010
Trinity Lutheran Church, Eau Claire

Board Members Present: Steve Kolden, Chris Kamrath, Rev. Mike Wollman, Don Moats, Rev. Ben Ahles-Iverson, Amanda Rasner, Bill Jensen, Dale Kringle, Tom Wagener, Rev. Leila Haight, Rev. Jim Page

Board Members Absent: None

Ex-Officio Member in attendance: Rev. Craig Corbin

Guest: Rev. Les Walck

Board president, Steve Kolden, met with the newly elected board members, Tom Wagner (Strum), Rev. Ben Ahles-Iverson (Taylor) and Chris Kamrath (Chippewa Falls) in an orientation meeting.

As a gathered board, each board member introduced themselves while sharing the name of their favorite pet. It was an uplifting and insightful way to begin a new year of ministry as everyone learned a little more about each other!

Public comment: none

Call to order, address changes to the agenda and devotions: the meeting was called to order by board president, Steve Kolden at 7:10pm following committee (Finance, Program and Property) meetings. Snacks were provided by Bill Jensen and Rev. Leila Haight shared a devotion based on Psalm 37.

The board president asked for any changes/additions to the agenda. There were no changes/additions to be made from the board.

The board president asked for approval of the agenda. Passed.

Approval of Minutes of January 7th, 2010: Motion to accept the minutes from the January 7th meeting: Motion by Leila, second by Bill. No discussion.

Brenda Thalacker sought clarification relative to bookkeeping software language be changed to bookkeeping 'in house' procedures...new internal controls.

Approving the minutes as amended: passed

Board bylaws/policy review: Mike Wollman stated a meeting will occur in March relative to addressing board bylaws/policy review. Request was made by Mike for each committee to outline the basic duties for which they are responsible. This information will provide an efficient framework for this overall process.

Update on Task team for Personnel Policies and Job Descriptions: No action has been made on this element of administration. Steve Kolden stated this will begin moving forward before the March board meeting. Tom Wagener asked on what framework/resources are being gathered in seeking clarification in how this process is beginning.

Directors Report:

No written report was submitted as a result of the hectic nature of oversight duties. Early registrations (around 100) have been received prior to February 5th with positive effect on the financial statement.

Brianna Kunkel began full time employment on January 25th. She is getting adjusted in a quick fashion relative to a fair amount of learning while being on the road visiting various campuses recruiting counselors. Staff applications are looking strong at this point with quality candidates. Various camps are receiving an influx of applications perhaps as a result of economic conditions and absence of jobs.

There have been intentional meetings for staff in looking towards summer. Focus has been on staff training. On February 19th, there will be a joint staff meeting relative to summer elements of bookkeeping, registration, and other details so 'all are on the same page' between Luther Park and Luther Point.

Reminder postcard will be sent to former campers/parents making them aware of the early discounts. Overall effort is for households to continually receive information regarding the camp.

A newsletter will be sent out with March 16th as the deadline for submitted articles from the board. March 18th is the print date and they will be mailed on March 23rd. Matching grant information will need to be submitted. The newsletter will cost around \$3000. A spring 'ask' letter will be mailed out in April.

A significant amount of time has been devoted to overall database clean-up.

Craig believes that from a financial committee perspective, it would be more efficient to meet at a different time than the regular 45 minutes prior to the board meeting. This time seems to not be sufficient in effectively addressing various elements of the camp, it's financial health, and overall ministry.

The Appreciation Banquet will be on June 26th as a key outreach effort for Towering Pines and Way Club donors. Camp staff will be present to help serve; snowbirds and others have a reason to get to the lake.

Staff training begins on May 30th and finish on June 11th. There will be joint staff gatherings between Luther Park and Luther Point on 3rd-4th.

Dale mentioned that he would like to see a gathering where board members have a setting to meet and get to know the staff. Amanda shared it would be nice for board members to spend a day at the camp to witness the summer program. Steve shared it would be nice for the board to host a cookout for the staff...perhaps June 8th.

Craig shared that from his conversation with Bishop Duane Pederson...all is well and the synod staff is greatly appreciate for the partnership and volunteers.

Finance Committee Report:

Financial Revenues:

Member church support has increased by \$6908.01 compared to last year.

Day Camp registrations were lower since the required payment last year was in December compared to being in January this year.

Summer camp registration was in January last year but is in February this year thus the -\$9400 change.

There is a positive revenue of \$6561.59

There was an overpayment of \$1495.48 to the Board of Pensions for the director which was credited.

The boiler system in the dining hall was replaced at \$2174.44.

A new computer/software was purchased for Diana by using extra funds in the annual reserve.

There is a substantial expenditure for summer 2009 food costs have not been paid.

Net revenue is \$8941.52 compared to \$-1,150.58 in 2009.

There are \$5309.40 in unpaid bills in 2009 and \$12,000 with one more pay period in 2010. To break even we will need around \$23000 in February.

Statement of financial condition was shared using a new, detailed format from Luther Point.

In an effort to put a higher expectation on congregations in the wake of the suggested vote at the 2010 annual meeting, the finance team discussed a \$2/baptized member annual fee. A brief discussion ensued among the board. This item was tabled until the March meeting for further analysis of factors involved in such an item.

Motion by Don, seconded by Ben to accept the financial statements. No discussion.

Property Committee:

Six of the eight cabin floors are being scrubbed and will be finished by the end of next week

\$11,000 will be need to re-shingle the Welcome Center

50-60 mattresses are needed in the cabins (\$110/piece)

\$1000 needed to paint the pool

There are new regulations to have a certified inspector inspect the pool

New motor or repairs for the pontoon motor are needed

Discussion ensued regarding use of the pontoon and properly trained people overseeing it.

The house will eventually be walked through and assessed.

Program Committee:

Registrations are at 140 compared to last year of 175 at this time. Everything is running a little later on the calendar compared to last year. We will be adding another re-charge for elementary kids on April 9th-10th with forty registrations being the core number for this event to happen.

Unfinished Business

Strategic Planning Progress:

Moved to new business

Web Site Updates/Minutes and Message Board:

All board members should send updates/minutes to Marcel. December minutes need to be reviewed and posted.

Discussion regarding potential revision to health benefits as established in the personnel policies:

There is an effort to move to a more standard health benefits package. Six to eight months notice will need to be given if there will be a change. We are currently under a single carrier with employees having the option to change their policy at any time.

Luther Park currently pays 85% of every employees policy with the policy chosen by the employee. The key concern is that employees are not being treated the same relative to this compensation method.

There was a suggestion for the personnel policy to make a formal recommendation to the board of necessary changes. General sentiment from the board is to cut back in an equitable fashion. The Luther Point policies will provide a framework.

New business

Contracting with an outside firm for Strategic Planning:

Steve has had discussion with Mark Burkhardt, Outdoor Ministries-ECLA. He will not be able to offer assistance as a result of continued cuts to outdoor ministry in the ELCA offices.

Discussion ensued on considering a firm outside of the constituency. It would be beneficial to consider 2-3 firms. A fair amount of research and data has been gathered. It is best to look at the process in phases. It is important to bring in some one from the outside to aid in structuring the process.

Brenda will pass on information on a retiring planner for the United Way.

Steve and Chris will research possible planners.

There needs to be continual conversation between the executive boards of both camps relative to the overall agreement and future plans beyond 2010.

Executive committee (Steve, Jim, Don and Brenda) needs to meet with the Luther Point Executive Team. Schedule will be made via email.

Auditor's Report for 2009:

Question was raised of whether the board needs to do an auditors report each year. Suggestion from Craig for Luther Park to consider the same financial auditors that Luther Point has used for the past several years.

RBC (Royal Bank of Canada) signatures of Executive Committee:

Question raised by Craig on if there was any policy at Luther Park relative to the attainment of stock gifts. Luther Point policy is to immediately sell once the stock is received to remove guess work and responsibility to sell/not sell.

Any financial instrument (stock, bonds) received by the corporation, it is our intent for the broker to sell immediately.

Mike Wollman, seconded by Brenda for the corporate resolution regarding stock gifts. All executive committee members will need to sign.

Extension of the Matching Grant:

Larson gift: \$89,000 have been matched with a remaining \$10,000 to be matched.

Original offer was \$200,000 and \$150,000 (debt reduction) and \$50,000 (camperships) Discussion on how this gift will be handled in the future relative to additional gifts. Goal of Doug Larson was for the Way Club to grow significantly. \$50,000 to debt reduction was not used for the general fund and a loan was received for that amount. Discussion on targeting key individuals for significant gifts.

It was agreed to extend the matching grant and direct Craig to meet with Doug Larson.

Meeting schedules: dates, times, locations

It was agreed to continue to meet on the third Thursday of the month at 7:00pm. Trinity Lutheran Church, Eau Claire

Closed session:

Interim Executive Director Evaluation

Discussion of sale of property

Open session:

No discussion from closed session

Next meeting:

Thursday, March 25th, Trinity Lutheran Church-Eau Claire

Snacks: Dale Kringle
Devotions: Amanda Rasner

Property Committee: 6:30pm
Program Committee: 5:00pm
Finance Committee: 5:30pm

Adjournment:

Motion by Mike/Dale to adjourn at 9:55pm. The meeting closed with the Lord's Prayer.

Respectfully submitted,
Rev. Jim Page, secretary