

Luther Park Board of Directors – Agenda

>> CORRECTED COPY <<

Minutes of the Meeting of

March 8, 2011 (February & March)
Trinity Lutheran, Eau Claire

- 5:30** **New Board Members Welcome –**
 (Steve & Craig, other Board members welcome)
- 6:00** **Program Committee meets**
- 6:00** **Finance Committee meets**
- 6:15** **Property Committee meets**
- 7:00** **Full Board meeting**
Roll Call: Present – Ahles-Iverson, Kamrath, Kolden, Kringle, Moen-Urseth, Olsen, Sorensen, Thalacker, Wagener Ziegeweid. Staff: Corbin, Kunkel
Absent – Page, Schultz
- ✓ Snacks –
None this meeting
- 7:00** **Public Comment –** General comments addressed to the Board
None at this meeting
- 7:00** **Call to order, address changes to the agenda and devotions**
- ✓ Devotions – *Offered by Brianna Kunkel*
 - ✓ Approval of Agenda (additions & revisions) – *no changes to the Agenda*
 - ✓ Approval of January 11th Minutes (Jim, please send and print copies)
 - ✓ Approval of January 22nd Minutes (selection of Officers - Jim?)
Minutes unavailable at this meeting; minutes of these two meetings will be distributed by e-mail; Board members are requested to review minutes, e-mail changes and/or approval to Steve Kolden
- 7:10** **Board Bylaws / Policy Review –** *none*
- 7:10** **Director’s Report**
- ✓ Pastor Craig Corbin (oral update to written report)
 - ~ *Church Council visits – response cards are coming in; assignments to be made this evening.*
 - ~ *Asking approval for recognition of Board members with a plaque.*
 - ~ *Financial situation; discussed proposed real estate sale.*

7:20

Committee Reports

- ✓ Finance Committee – Brief update and anything requiring Board action
 - ~ *Presented by Craig Corbin. Explained Statement of Financial Position, Budget vs. Actual, and Unpaid Bills (which are still substantial).*
 - ~ *GOOD NEWS: Thrivent Choice has just made a donation of \$4800; responses to Spring Ask Letter are coming in.*
 - ~ *Questions were raised about funding the (new) Media Specialist position.*
- ✓ Accept Financial Report –
 - ~ *MSC (Ahles-Iverson, Wagener) to approve Finance Committee Report as presented.*
- ✓ Discussion on current financial status
 - ~ *Much of this information is for “awareness;” discussion of immediate needs, summer needs, longer-term needs.*
 - ~ *Discussion resumed on proposed REAL ESTATE SALE. Craig identified “the house” (where Brianna lives) as most liquid and most expendable (doesn’t directly impact on programming).*
 - ~ *TASK TEAM appointed, consisting of Property Committee (Wagener, Kringle, Ziegeweid) plus Moen-Urseth to consider cost-benefit analysis of selling:
a) Director’s House, b) Farm House, c) Woods.
Program Committee and Finance Committee to discuss ramifications for program and finance.*
- ✓ Property Committee - Brief update and anything requiring Board action
 - ~ *Requested information about Timber Sale from the Woods in 2011, ‘12, ‘13?*
 - ~ *Discussed Adopt-a-Room-in-Shalom-Center.*
 - ~ *Volunteers are being sought to shingle one cabin; Quonset may be shingled by donated professional services.*
- ✓ Program Committee (Brianna) - Brief update and anything requiring Board action
 - ~ *Brianna is beginning to recruit summer staff, with hiring in April*
 - ~ *Camp Chaplain (a new position) will be a Seminary student (post-CPE).*
 - ~ *March Re-charge (Sr. High) was cancelled due to low registration*
- ✓ Executive Committee - Brief update and anything requiring Board action - *none*

7:35

Unfinished business

- Selection of Camp Coordinator position (Steve, Brenda, Chris & Craig)) –
 - ~ *Please add Cheri Sorensen’s name to this list of Selection Committee.*
 - ~ *Recommendations from Task Team – still interviewing, no action requested*
- Approve Camp Coordinator Job Description
 - ~ *Items to resolve – Lutheran required? Degree required?*
 - ~ *Re: Luther Park Camp Coordinator position description Personal Attributes...
MSC (Ahles-Iverson/Kamrath) last item shall read: Membership in an ELCA congregation is desirable.*
 - ~ *Board felt that a college degree is not absolutely required; covered under last point of Minimum Qualifications.*
- Strategic Planning – Congregational Visits & planning
 - ~ *Craig will e-mail to Board members the congregations to be visited; Board members are requested to coordinate among their own cluster members who will*

visit and where; then respond to Craig's e-mail so there can be some semblance of coordination. Diana in office will send Board members brochures, a copy of the Letter to the congregation, the orange reply card (some of this may come as a pdf file), the wish-list of camp needs and desiderata, Advocates already appointed, and a word-document of the Survey questions so that Board members may type their responses and e-mail them back to Diana. Former Board members have offered to help with collating responses.

- Constitution and Bylaws process / next steps
 - Discussion – *was brief and non-specific this evening*
 - Appoint Task Team (Tom (*convener*), Bert, Mike W.)
 - ~ *Board members are encouraged to re-read the proposed Constitution and By-laws, and e-mail questions, issues, observations and suggestions to Tom Wagener.*
- Personnel Policies Task Team (Steve & *replacement for Bill*)
 - Ben Ahles-Iverson offered to sit on this committee in lieu of Bill*

8:00

New business

- Board Listing / Address and Contact Information (any updates?) - *distributed*
- Meeting schedule – Monthly or Bi-Monthly – *monthly for a while yet*
 - Set Yearly Calendar – *not yet*
 - Set schedule for snacks and devotions – *done on month-to-month basis*
 - For April Meeting: *Michele Ziegeweid will do snacks*
Chris Kamrath will do devotions
 - Summer meetings at camp – *will continue this summer*
 - Summer cook out for Camp Staff – *Brianna and Craig will set a date*
- Committee Meeting schedules – *each committee will decide their own schedules*
- Former Board Member recognition process –
 - To be presented at Way Club banquet, May 1*
- Signature Card & Bank Resolution for Endowment Fund
 - MSC (Kolden, Thalacker) to remove former Board member Mike Wollman from signature card.*
 - Note-This leaves David Dobbs, Brenda Thalacker, and Craig Corbin as signatories.*

[Supplied language:]

I, the undersigned Secretary of the Corporation named above (Luther Park Bible Camp, Inc.) hereby certify that the Corporation is organized and existing under and by virtue of the laws of Wisconsin as a corporation not for profit with its principal office at 944 24 1/4 Street, Chetek WI 54728-7923.

I further certify that at a meeting of the Board of Directors of the Corporation, duly and regularly called and held on March 8, 2011 at which a quorum was present and voting, the following resolutions were adopted:

Resolved, that the Financial Institution named above (Sterling Bank) at any one or more of its offices or branches, be and it hereby is designated as a depository for the funds of

this Corporation, which may be withdrawn on checks, drafts, advices of debit notes or other orders for the payment of monies bearing the following appropriate number of signatures. Any one of the following named officers or employees of this Corporation ("Agents"), whose actual signatures are shown below: David Dobbs, Brenda Thalacker or Craig M. Corbin.

- Safety Deposit Box access –
MSC (Kolden, Thalacker) that Secretary Joel Olsen be added to those who will have access to the Safe Deposit Box at Sterling Bank, Chetek, Wisconsin.
- Review / Reflections of Board retreat with Mark Burkhardt - *distributed*

8:15 **Closed Session** (if needed) - *none*

- None anticipated – any unfinished or new business moved from open session

8:15 **Open Session**

- Action Items from closed session (as needed) - *none*

8:25 **Next Meeting** **@ Trinity Lutheran – Eau Claire**

April 19 (Tuesday) @ 6:30 p.m. Michele Ziegeweid will do snacks

Chris Kamrath will do devotions

May meeting will be on THURSDAY, May 19 at 6:30 p.m.

June 21 / 23

July 19 / 21 August 16 / 18

Sept 20 / 22 October 18 / 20

Nov 15 / 17 December 20 / 22

January 17 /19

January 21, 2012 – Annual Meeting at 10:00 AM

- ✓ Program Committee meeting
- ✓ Finance Committee meeting
- ✓ Property Committee meeting
- ✓ Executive Committee meeting
- ✓ Treats for next meeting?
- ✓ Devotions for next meeting?

9:45 **Adjourn** (*MSC by Thalacker(?) / Kamrath(?)*) and Lord's prayer

UPCOMING DATES to Remember

Future Agenda items

- Use of a “Consultation Team” to aid in Strategic Planning
- Program Evaluation information shared with Board
- “Advocate Program”
- “Ambassadors Program”
- Determine direction for Executive Leadership following 2011

Respectfully submitted, Joel Olsen, recording secretary