

Luther Park Board of Directors – Meeting Minutes

>>> FIRST CORRECTED DRAFT <<<

April 19, 2011

Trinity Lutheran, Eau Claire

- 6:00** **Committee meeting as needed** (determined by Chairs)
- 6:30** **Full Board meeting**
✓ Snacks – Michele
- Roll Call – Present: Cheri Sorensen, Dale Kringle, Joel Olsen, Chris Kamrath, Steve Kolden, Jim Page, Ben Ahles-Iverson, Tom Wagener, Michele Ziegeweid; and camp staff: Craig Corbin, Brianna Kunkel, Jonathan Schack, Becky Carlson. Absent: Bert Schultz, Kay Moen-Urseth, Brenda Thalacker.
- 6:30** **Public Comment**
✓ General comments addressed to the Board - **There were none**
- 7:00** **Call to order, address changes to the agenda and devotions**
✓ [6:45] Devotions – Chris, from *Grace for the Moment* by Max Lucado
✓ Approval of Agenda (**additional items are in color** & revisions)
✓ Approval of January 11th Minutes (**Jim will e-mail these**)
✓ Approval of [Annual Meeting] January 22nd Minutes - **these were distributed; they will be approved at the January 2012 Annual Meeting**
✓ Approval of January 22nd Minutes - Selection of Officers – **Jim will e-mail these**
✓ Approval of March 8th Minutes (Joel - attached) **MSC (Ben/Cheri) to accept minutes, as corrected**
- 7:10** **Board Bylaws / Policy Review**
✓ Proposed Revisions to Retreat Cancellation/Deposit Policy **Becky Carlson presented the proposed changes. She pointed out that this new wording is consistent with several other camps. On the rate sheet, there are no changes and no changes with the cost of meals. MSC (Dale/Chris) to approve the Deposit Policy as presented. Also pointed out that specific rates don't need to be approved by Board; the Rental Contract is presented to the Board as information.**
- 7:15** **Staff Reports**
✓ Pastor Craig Corbin - **oral update to written report**
✓ Jonathan Schack, **new Camp Coordinator was introduced to the Board by Craig Corbin. Distributed and presented a written report; especially would like board members to note his "Side Notes for the Board." Jonathan will be a valuable addition to the Luther Park staff, especially given his wry sense of humor.**
✓ Brianna Kunkel – **written report was distributed**
- 7:25** **Committee Reports**
✓ Finance Committee – Brief update and anything requiring Board action

- ✓ Accept Financial Report – MSC (Jim/Ben) to accept Financial Report as presented.
- ✓ Property Committee - **Brief update** and anything requiring Board action Dale gave a status report: Pool will be painted in the spring (about \$850); three youth groups will arrive to clean up the yard; boat lift will be moved; cost for a mini-remodel of Covenant would be approx. \$1,000 per room; logging of Luther's Woods in 2013; Dave Dobbs reported "no major problems over the winter." MSC (Tom/Chris) to authorize Craig to proceed with logging contract, [which could happen as early as fall of 2012.]
- ✓ Program Committee (Brianna) - **Brief update** and anything requiring Board action Committee chair Ben Ahles-Iverson noted that the Committee has been engaged this spring in reviewing the Bible Study material for 2011
- ✓ Executive Committee - **Brief update** and anything requiring Board action Meeting with Luther Point Executive Committee – Mutual Management Agreement and proposed revisions. Steve reported that the joint Executive Committees recommend leaving the costing for the next quarter the same as currently. Steve also reported the recommendation of "an auto-renewed contract with a notice of termination date" be arranged with Luther Point regarding the management agreement. Further, Steve reported the group has had discussion of moving beyond "interim status" to "called status" for the Executive Director, as well as implications and ramifications of this action.

7:40

Unfinished business

- Strategic Planning – Congregational Visits & planning Cluster coordinators will be Cheri (cluster 1), Kay [?] (cluster 2), Steve (cluster 3) and Tom (cluster 4). These will attempt to coordinate congregation visits among Board members of each cluster.
- Constitution and Bylaws process / next steps Task Team (Tom, Bert, Mike W. & others?) – no action to report
- Personnel Policies Task Team (Steve & Ben) – no action to report
- Meetings scheduled Summer meetings at camp (set dates) see end of minutes Summer cook out for Camp Staff - Briana and Jesse will notify us of date

8:00

New Business

- Discussion on Committee Meeting schedules – committees will arrange
- First Lutheran Foundation, Eau Claire: MSC (Tom/Ben) to authorize Brenda and Steve to assign appropriate documents. 50K short term interest free loan be rolled into the larger and longer term loan.
- Terrorism Risk Insurance – MSC (Michele/Jim) to reject terrorism risk coverage
- Sterling Bank – signatories – MSC (Ben/Jim) the following as signatories for the Money Market Acct and the Checking Acct at Sterling Bank: Brenda Thalacker, David Dobbs, Craig Corbin and Becky Carlson.
- Sterling Bank – Line of Credit – MSC (Dale/Cheri) to renew Line of Credit with Sterling Bank [\$50,000 for up to one year].
- Discussion Regarding Review / Reflections of Board retreat with Mark Burkhardt Board requests that staff e-mail the Financial documents and Staff Reports by the Friday preceding the monthly Board meeting. Craig will inform staff. M. Burkhardt recommends adding an educational component to the meeting agenda; this will begin with the May 2011 meeting.

- Fund Raising idea / Concept (Tom and Brenda) **Tom distributed a hand-out titled Luther Park Capital Campaign for discussion and possible action.**
- Discussion & Recommendations regarding Sale of Camp Property - **A Task Team consisting of Craig, Ben, Dave Dobbs, Chris and either Kay or Brenda (or both?) to make a status report at the May Board meeting.**
- Pending discussion or Sale of Camp Property – **we are not ready for this, yet**
 Schedule Corporation meeting – agenda to include;
 - a. Sale of the Camp/Director’s House
 - b. Update and revisions to Constitution

8:45 Closed Session (none needed)

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

8:45 Open Session

- Action Items from closed session (as needed)

8:50 Next Meeting 6:30 p.m. Thursday May 19th @ Trinity Lutheran – Eau Claire Devotions by Jonathan; refreshments from Joel

May 1st – Way Club Banquet at Luther Park, **4:00 p.m.**

Monthly meeting 6:30 p.m. Thursday, June 16 at Luther Park

Dates farther out.....

Pancake Breakfast, May 14

Golf Outing, June 13 at Whispering Pines, Cadott

Heart for the Park, August 14

Any Tuesday evening at 8:00 p.m. in the summer – “The Camp Musical”

Any Thursday evening at 8:00 p.m. in the summer – “The Christ Walk”

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

10:12 Adjourn MSC Dale/Chris and Lord's prayer

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
- Revised Mutual Management Agreement
- 80th Anniversary

Respectfully submitted, Joel Olsen, Recording Secretary