

# Luther Park Board of Directors

June 16, 2011

Luther Park Bible Camp, Chetek

## MEETING MINUTES

**Committee meeting as needed** (determined by Chairs)

4:00 Property Committee AT Camp

**5:30 Dinner at Camp** – *Thank you to Luther Park staff for inviting us!*

**6:30 Full Board meeting**

**6:30 Public Comment** – *none*

**Roll Call – Member Present** - Jim Page, Ben Ahles-Iverson, Joel Olsen, Steve Kolden, Michele Ziegeweid, Tom Wagener, Kay Moen-Urseth, Dale Kringle, Bert Schultz. **Staff Present** – Craig Corbin, Jonathan Schack, Brianna Kunkel “in-and-out as needed.” **Members Absent** – Brenda Thalacker, Chris Kamrath, Cheri Sorenson.

**6:35 Call to order, address changes to the agenda and devotions**

- ✓ Devotions – Ben, reading from Baptized We Live (Daniel Erlander) “A Way of Following”
- ✓ Approval of Agenda (additions & revisions)
  - Add: New Business: Resignation of Board member*
  - Add: Closed Session: Personnel matter*
- ✓ Approval of May 19<sup>th</sup> Minutes, and January meetings minutes
  - MSC (Tom, Ben) to accept and approve minutes of May 19, 2011 as presented.
  - MSC (Ben/Kay) to accept and approve minutes of January 11, 2011 as presented.
  - MSC(Bert/Tom) to accept and approve minutes of January 21, 2011 Board Meeting as presented.

**6:45 Board Bylaws / Policy Review** - *None at this meeting*

**6:45 Director’s & Coordinators’ Reports**

- ✓ Executive Director - Craig (oral update to written report)
  - Camper registration numbers are favorable, to date. Timber sale is progressing: forestry consultant will do a walk-through on July 7.*
- ✓ Program Coordinator - Brianna (oral update to written report)
  - Brianna distributed the 2011-12 Retreat brochure. Most youth programs this summer still have a few openings; the Adult Women’s Canoe Trip (new this year) is already full. Brianna had to run off to the first Christ Walk for this summer. She remains very positive and enthusiastic about the ministries of Luther Park.*

- ✓ Camp Coordinator - Jonathan (oral update to written report)  
*Highlighted the numbers and variety of retreat guests. Has been working on a "Social Network Policy" for counselors. A lot of Jon's time has been spent getting summer up and running, and himself acclimated to the work load at Luther Park.*

7:05

### Committee Reports

- ✓ Finance Committee – **Brief update** and anything requiring Board action –

*Committee did not meet before Board meeting. Craig noted "Park is looking more favorable {financially} than last year at this time." We continue to pay down the Long Term liabilities. Income is up \$45K this year, and spending is in line with expectations. Craig also warned that we have only \$3,000 available in our line-of-credit, but that pending the decision on the sale of the Director's house, Sterling Bank may be willing to work with us, should the need arise.*

- ✓ Accept Financial Report – MSC (Kay/Bert) to accept the Financial Report as presented.

✓

- ✓ Property Committee - **Brief update** and anything requiring Board action

*Dale conveyed concerns from Dave, such as the walk-in cooler/freezer, the pool heater and the boiler in the Dining Hall. Committee did a walk-through of the Chapel and Fireside Room {didn't have time for Shalom and Covenant}. Fireside Room requires a major capital outlay to be refurbished and expanded. Re: the electrical entrance at the Dining Hall, Committee has request Craig and Jon to secure three quotes for upgrade, to be brought to Committee and Board.*

*FYI "Adopt-a-room" in Covenant Center would run about \$1,000 for a complete overhaul*

*Michele commented that she found a number of benches throughout the camp had splintered boards, which are a danger and discomfort to users. Jon responded that that is a project for the Counselors when they are on work-detail.*

- ✓ Program Committee - **Brief update** and anything requiring Board action

*No recent meeting, but reports are that the Bible Study materials this summer are working out very well.*

- ✓ Executive Committee – *no meeting since May*

7:35

### Unfinished business

- Strategic Planning – Congregational Visits update – *to be completed by July 1*
- Constitution and Bylaws process / next steps - Task Team (Tom, Bert, Mike W. & others?) *This project is still requiring much time and receiving much input. Task Team is focusing on Chapter 2, clarifying the Mission Statement language, and Chapter 3, definitions regarding member {constituent} congregations. Due to a need for theological reflection on language for Chapter 2, the Task Team was adjusted to include Pastors Ben, Burt, Joel, as well as Tom continuing as*

*Convener, and with Craig or Jon (or both) being “in the loop,” as well. A status report should be made at the next Board meeting.*

- Personnel Policies Task Team (Steve & Ben) – *no report*
- Development Task Team – discussion / potential action – *Kay had volunteered to be a part of this Task Team, and this offer was inadvertently not included in previous minutes. Thank you, Kay, for the offer and the reminder. Craig clarified an earlier statement that due to the “tentativeness of the interim arrangement” he would be reluctant to see this Task Team become a full-blown Capital Fund at this time; however for strategizing about the development of a Development Task, count him in. Accordingly Kay and Craig will kibbutz about more {non-Board} members for the Team, perhaps looking at the rosters of the Way Club, Towering Pines, Ambassadors or Advocates. Other Board members may also weigh in with suggestions of possible Team members to Kay or Craig.*
- Sale of Camp Property
  - To be added to the next scheduled Corporation meeting*
    - a. *Sale of the Camp/Director’s House*

**8:00**

**New business**

- Use of a “Consultation Team” to aid in Strategic Planning – *This concept of a “Consultation Team” has worked well with other camps. Terry Gilbertson has pulled together a lot of data for us. A two-day consultation could make good use of this material, give input for Board consideration, and assist in visioning the structure of the {shared?}Executive Director and future relationships between Luther Park and Luther Point.*
- 80<sup>th</sup> Anniversary – *a likely function of the Development Task Team*
- Golf Outing at Whispering Pines, Cadott – update –
  - Noted in written and oral comments in Executive Director’s report*
- Resignation of Board Member – *Rev. Jim Page has submitted his resignation, due to increased responsibilities at Trinity Lutheran Church, Eau Claire, and with his family. MSC (Dale/Michele) to accept Jim’s resignation with deep regret, blessings and many prayers for new ministry obligations and opportunities. Jim agreed to work on finding a replacement to recommend to the Board. Board may discuss whether to appoint for a full term (2 ½ years) or to appoint until next Annual Meeting, at which time a candidate can be elected to serve the remaining (2 year) term.*

**8:45**

**Closed Session** - *discussion of personnel matter*

**8:45 Open Session**

- Action Items from closed session (as needed)

**8:50 Next Meeting @ Luther Park – Chetek**

*Tuesday, July 19 at 6:30 p.m. (note day of week has changed)*

*Thursday, August 18 at 6:30 p.m. (note day of week has changed)*

August 14<sup>th</sup> – Heart for the Park

Sept 20 / 22      October 18 / 20

Nov 15 / 17      December 20 / 22

January 17 /19, 2012

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

**SCHEDULE MEETINGS!**

- ✓ Program Committee meeting    Date *TBD*    Time \_\_\_\_\_ Location \_\_\_\_\_
- ✓ Finance Committee meeting    Date *July 19th*    Time *4:30 pm*    Location *LP*
- ✓ Property Committee meeting    Date *July 19th*    Time *4:30 pm*    Location *LP*
- ✓ Executive Committee meeting    Date *TBD*    Time \_\_\_\_\_ Location \_\_\_\_\_
- ✓ Treats for next meeting? *Michele will provide*
- ✓ Devotions for next meeting? *Kay will offer them up to the Lord!*

**10:07 Adjourn and Lord's prayer** *MSC (Dale/Jim) to adjourn with praying Our Lord's Prayer.*

**Future Agenda items**

- “Advocate Program”
- “Ambassadors Program”
- Determine direction for Executive Leadership following 2011
- Revised Mutual Management Agreement

*Respectfully Submitted,*

*Joel Olsen, Recording Secretary*