

Luther Park Board of Directors

MEETING MINUTES

July 19, 2011

Luther Park Bible Camp, Chetek

- 5:30** **Dinner at Camp** – *Baked Potato bar was again a hit!*
- 6:30** **Roll Call** – **Present:** Steve Kolden, Dale Kringle, Cheri Sorensen, Kay Moen-Urseth, Tom Wagener, Michele Ziegeweid, Joel Olsen. **Staff:** Craig Corbin, Jonathan Schack, Briana Kunkel (brief appearance). **Absent:** Chris Kamrath, Brenda Thalacker, Ben Ahles-Iverson, Bert Schultz.
- 6:30** **Public Comment** - *none*
- 6:30** **Call to order, address changes to the agenda and devotions**
- ✓ Devotions – Kay *On Luke 19:1-10, Zacchaeus and Jesus’ ministry “to seek and save the lost.” Story of the Blue Rose and developmental disabilities.*
 - ✓ Approval of Agenda (additions & revisions)
 - *New signature cards; Board member replacement*
 - ✓ Approval of June 16th Minutes **MSC (Dale, Kay) to approve Minutes of June 16, 2011, as presented.**
- 6:45** **Board Bylaws / Policy Review**
- ✓ Constitution and Bylaws update *Tom Wagener, convener of the Ad Hoc Constitution Review group presented substitute language for Chapters 2 and 3 of the Proposed Constitution, and small modifications in chapters 4,6,7,8, 9, and 11. Tom also distributed copies of Chapter 2 “Confession of Faith” from the ELCA [Churchwide] Constitution, which is referenced in C2.01 of the substitute language. Discussion resulted in a few word changes to the substitute language. MSC (Dale, Cheri) to accept the substitute language for chapters 2 and 3 (changing “affidavit” in C3.01.01 and C3.01.02 to “covenant”, and changing “affidavit” in C3.02.a to “notice”) presented by the Ad Hoc review group for transmittal to Corporation meeting.*
- 6:45** **Director’s & Coordinators’ Reports**
- NOTE: In the interest of time and being considerate of schedules, I’m requesting that;
- a) *Director and Coordinators simply present their written report and ask for questions and only orally update information not included in written format.*
 - b) *That board members read reports BEFORE the meeting and have any questions somewhat prepared.*

- ✓ Executive Director - Craig (oral update to written report) *Craig added that he has contacted two electrical contractors for opinions and bids on the work in the Dining Hall electric panels.*
- ✓ Program Coordinator - Brianna (oral update to written report) *Brianna was working with Camp Program this evening, relocating the Musical and the campers due to the storm conditions.*

Camp Coordinator - Jonathan (oral update to written report) *Jon was commended for his work of pulling together minutes and reports in an e-package for Board members. He was also busy monitoring the storm conditions for the safety of the campers. He has purchased a house in Rice Lake for his family.*

7:05

Committee Reports

- ✓ Finance Committee – **Brief update** and anything requiring Board action *Craig noted that congregational income is down 12%. Canteen income is double that from last year. Overall spending is about even with last year. We are behind in meeting commitments to Luther Point. Of special concern is that the Line of Credit availability is at only \$3000, and this is the month when we have often had to dip into the LOC. Food invoices are over \$18K; payroll is about \$18K every fortnight. We have about \$35K in the bank at this time. May need to speak with vendors to arrange delayed payments.*
- ✓ Accept Financial Report – **MSC (Cheri, Tom) to accept the Finance Report as presented.**
- ✓ Property Committee - **Brief update** and anything requiring Board action *Dale conveyed that Dave reports activity with property matters is quiet at this time. Bears have been visiting the Luther Woods property, and action has been taken to store food off-site.*
- ✓ Program Committee - **Brief update** and anything requiring Board action *No report*
- ✓ Executive Committee – *no meeting since May No report*

7:35

Unfinished business

- Strategic Planning – Schedule plan next steps, include Terry G. *Steve will check with Terry G's availability to meet with the Board for updating the Planning*
- Personnel Policies Task Team (Steve & Ben) – *no report*
- Development Task Team – any potential action needed (Kay & Craig) *No report*
- Sale of Camp Property
 - To be added to the ~~next scheduled~~ **annual** Corporation meeting
 - a. Sale of the Camp/Director's House

8:00

New business

- Schedule a special meeting of the corporation?? *Proposing to schedule a Corporation meeting at 2:00 p.m. on Sunday October 23, at the Camp, for first reading (and discussion) of proposed Constitution.*

New Signature Cards *MSC (Kay Moen-Urseth and Dale Kringle) to delete Becky Carlson and to add Jonathan Schack and Jesse Weiss to the signature cards for the Business Money Market Account, and for the Small Business Checking Account, at Sterling Bank, effective July 23, 2011.*

Board Member Replacement *Steve Kolden will speak with Jim Page for suggestions for replacement. Need clergyperson from Cluster 3. Board will appoint for remainder of Jim Page’s term.*

8:45

Closed Session *None*

8:50

Next Meeting **TBD @ Luther Park – Chetek**

Thursday, August 18th at 6:30 p.m. at Luther Park

September Meeting will be Thursday Sept 22, 6:30, location TBD

Future Meeting dates: October 18 / 20 Nov 15 / 17 December 20 / 22
 January 17 /19, 2012
 January 21, 2012 – Annual Meeting at 10:00 AM

August 14th – Heart for the Park *Brochures were distributed*

SCHEDULE MEETINGS!

- ✓ Program Committee meeting Date *TBD*
- ✓ Finance Committee meeting Date 8/18 Time 4:30 Location Camp
- ✓ Property Committee meeting Date 8/18 Time 4:30 Location Camp
- ✓ Executive Committee meeting Date *TBD* Time _____ Location _____
- ✓ Treats for next meeting? *Steve Kolden*
- ✓ Devotions for next meeting? *Cheri Sorensen*

8:25!

Adjourn and 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