

Luther Park Board of Directors

August 18, 2011 at Luther Park Bible Camp, Chetek

Approved Meeting Minutes

Committee meetings as needed (determined by Chairs)

4:30 Property Committee AT Camp

4:30 Finance Committee AT Camp

Program Committee met AT Camp

5:00

Dinner at Camp – *Again wonderful, Salad Bar, Fresh fruit and Pie*

Dinner with Summer Staff *Board members enjoyed dinner with summer staff, asked questions, listened, took notes. Board members are asked to compile their notes, and to pass along any observations pertinent to the various committees to the chairs of those Committees.*

Roll Call – Present: **Board Members:** Michele Z, Steve K, Tom W, Cheri S, Dale K, Kay M-U, Bert S, Joel O. **Staff:** Craig C, Jonathan S; Brianna K was in and out due to program responsibilities. Absent: Ben A-I, Brenda T, Chris K.

FULL BOARD MEETING

6:30

Public Comment - *none*

6:30

Call to order, address changes to the agenda and devotions

- ✓ Devotions – Cheri *From Isaiah 11:6-9. The children shall lead them, us. Story: The Hundredth Monkey.*
- ✓ Approval of Agenda (additions & revisions) - *none*
- ✓ Approval of July 19th Minutes **MSC (Cheri, Tom) to approve minutes as presented.**

6:40

Board Bylaws / Policy Review

- ✓ Constitution and Bylaws update (Tom) *Tom reported that he did editing, once again, to make language consistent throughout the document. Two suggestions emerged from the discussion at the meeting: 1) at C9.02, in the last sentence, suggesting changing Endowment Fund Bylaws to Endowment Fund Resolution where it occurs both times in the same sentence. 2) at C3.01, suggesting, for clarification, the phrase “a minimum of” be inserted immediately preceding “three-fourths”. MSC (Tom, Kay) to accept the suggestions as revised language at C9.02 and C3.01.*

Tom then walked the Board through the By-laws as previously proposed. They have not been submitted, as yet, to the Corporation for ratification. That will happen at the meeting when the Constitution is read for the **second time** and approved. Again, Tom has done a thorough job of editing the entire set of By-laws for consistency of language.

At this meeting much discussion centered on B1.03.02. Tom will compile and edit the suggested wordings for B1.03.02. By-law 5 will be removed, and the remaining by-law renumbered accordingly.

Tom then will prepare a final e-document of the complete By-laws, including italics and strike-throughs (for legislative history purposes), and casting in color what would be the By-laws to be presented to the Corporation. Board members are requested to review the e-document and convey to Tom any suggestions for changes. The Constitution Review Task Team will finalize the By-laws for the September Board meeting.

- ✓ CONFIRM and POST Special Corporation meeting On Sunday, October 23rd at 2:00 PM – Luther Park – **MSC (Cheri, Michele) to review and approve the first reading of the Constitution at a Corporation meeting on Sunday, October 23, 2011 at 2:00 p.m. at Luther Park.** [Anticipating the second reading will be at the Annual Meeting, 10:00 a.m. Saturday January 21, 2012 at Luther Park.] {Constituent congregations will be mailed notice of the October meeting, with instructions to find full copy of Constitution at the Luther Park web site.}
- Confirm final document for presentation – Web post with postcard notification?

6:50

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 and Jonathan announced that Luther Park will be receiving an insurance check for \$8-10,000 to cover roof damage on the house, garage, barn, quonset and machine shed.**
 - ✓ Program Coordinator - Brianna (oral update to written report) – **was out dealing with camp programming for the evening**
 - ✓ Camp Coordinator - Jon (oral update to written report) – **Board President Steve Kolden offered Kudos for a fine Heart for the Park event**

7:10

Committee Reports

- ✓ Finance Committee – **Brief update** and anything requiring Board action – **no Board action is required, however money is required, and would be gladly received, for the Camp operation. Congregation support is down (9%) but not as badly as before (12%). Canteen revenue is up 39% this summer!**

- ✓ Accept Financial Report – *MSC (Michele, Kay) to accept the Financial Report as presented.*
- ✓ Property Committee - **Brief update** and anything requiring Board action – *An extra thanks to Donny and Jean Moats, volunteers, for staining the ends of Shalom Center*
- ✓ Program Committee - **Brief update** and anything requiring Board action - *none*
- ✓ Executive Committee – *no meeting since May - none*

7:30

Unfinished business

- Strategic Planning – Update (Steve) – *Steve is arranging an up-date conversation with Terry Gilbertson, who in turn will be invited to the Board meeting in September or October to share an update of Strategic Planning matters.*
- Personnel Policies Task Team (Steve & Ben) – *no report – a draft of language for policies is in place, but the Task Team has been called to other Board business elsewhere*
- Development Task Team – any potential action needed (Kay & Craig) *Major need for fundraising efforts this fall. – Discussion / Action? Development matters may be addressed in the new By-laws, but a Task Team can be appointed sooner by the Board President. Steve suggests a team be composed of staff, Board members and community or constituent volunteers. Names were suggested, such as Craig and Jonathan (staff); Brenda and Kay (Board Members). Volunteers will also be sought from our constituent congregations. It is hoped this Team could have a progress report in September.*

8:00

New business

- Timber Sale Agreement – *Could receive as much as \$35K from sale, though we would lose about 20% in management costs. Cut and sale would be in late 2012 or early 2013. Board suggests Craig re-negotiate the contract to ask for some sort of non-profit consideration.*
- Finances – dealing with line of credit and anticipated expenses – *Craig reports that as of the date of this meeting, there are about \$64K in unpaid bills and \$3000 available on line of credit. Board suggests Craig have a conversation with Aaron Weber at Sterling Bank, apprising him of the various efforts we are making toward financial management (house sale, timber, Mission Investment Fund, etc.), and asking Aaron for his advice on how and whether we can extend our line of credit. Craig also made a direct appeal to Board Members to be in support, financially, of Luther Park ministries.*
- Sept 7th at 5:30 – Joint Exec. Meeting with Luther Point

8:45

Closed Session (if needed or requested) – *requested by Craig and Jonathan regarding personnel matters.*

8:45 Open Session

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

8:50 Next Meeting

Thursday Sept. 22nd @ 6:30 @ Trinity Lutheran – Eau Claire

October: Tuesday October 18 @ 6:30 @ Trinity Lutheran – Eau Claire

Nov 15 / 17 December 20 / 22 January 17 / 19

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

SCHEDULE MEETINGS!

- ✓ *Program Committee meeting Date __9/22__ Time _5:30__ Location __Trinity__*
- ✓ *Finance Committee meeting Date __9/22__ Time _5:30__ Location __Trinity__*
- ✓ *Property Committee meeting Date __9/22__ Time _5:45__ Location __Trinity__*
- ✓ *Executive Committee meeting Date _TBA__ Time _____ Location _____*
- ✓ *Treats for next meeting - Cheri*
- ✓ *Devotions for next meeting Dale*

9:00 Adjourn and Lord's Prayer *MSC (Tom, Dale) to Adjourn with Lord's Prayer*

Future Agenda items

- "Advocate Program"
- "Ambassadors Program"
- Determine direction for Executive Leadership following 2011
- Revised Mutual Management Agreement
- Sale of Camp Property for Annual Meeting
- *Consultation (from another camp) Task Team*

*Gladly and Respectfully submitted
Joel Olsen, recording secretary*