

**Minutes for Luther Park Board of Directors Meeting
July 7, 2009, at Luther Park Bible Camp, Chetek**

Board Members In Attendance: Pastor Leila (Lee) Haight, Brenda Thalacker, Don Moats, Amanda Rasner, Steve Kolden, Eileen Christopherson, JoDeen Forsyth, Pastor Jim Page, Pastor Michael Wollman, Bill Jenson, and Dale Kringle.

Ex-Officio Members in Attendance: Mary Toufar and Sherm Toufar

Members Absent: Pastor John Ashland

Call To Order:

The meeting was called to order by board president, Steve Kolden, at 3:15 pm. following a 1:00 pm meeting of the finance committee.

Devotions:

Pr Mike spoke about the feeding of the 5000. If we go and find the bread, God will bless it and there will be more than enough. Devotions closed with a prayer.

Minutes and Approval:

Eileen made a **motion** to accept the minutes of the June 18, 2009, board meeting as previously e-mailed. Brenda made the second. **Motion carried.**

Board Bylaws/Policy Review-

The president asked members to continue emailing suggested revisions, corrections, or additions to him so he can refine the final Board Job Description policy.

Directors' Reports:

Mary handed out copies of her report. As of June 30, there were 875 registered campers, which is 100 behind last year. Another 24 have registered this week making a total of 899. In every other way, the summer program has been going very well. She added that a former Luther Park counselor, Jeff Davis, is being ordained this week and that she and Sherm are honored to have been asked to present Jeff for ordination and that Becca will be carrying the Bible.

Sherm apologized for not sending out a written report this month. Since the last meeting, most of his time has been spent working with budget cuts and the golf outing. Final figures are not yet complete for the golf outing, but Sherm felt that it was a success. He has preached at two churches this month and he has been making an effort to talk with all the pastors at camp. Sherm also handed out an update on the status of the Larson Matching Gift Program showing a total of \$153,259.64 available for debt reduction as of June 30, 2009.

Financial Report:

A financial report summary was handed out. Pr Mike pointed out that the money borrowed from the Luther Park reserve fund and the loan from Central Lutheran Foundation have been paid off. Our income is ahead of budget and our expenses are less than budgeted, but we still have a long way to go. There was some discussion about why the Larson Matching Funds is listed under the Debt Summary, even though the \$63,000.10 is also included in the total debt amount at the Sterling Bank. Brenda said that this will be listed differently on the next financial report. A letter will go out to our congregations this week asking for help with Luther Park's debt.

Motion by Don, second by Amanda to accept the written financial report. **Carried.**

Brenda listed the proposed budget revisions recommended by the finance committee and several variations were discussed. The suggested reductions include \$20,500 from the program budget, \$6,000 from the property budget, \$10,000 from staff reduction, \$7,500 from the utility budget, and \$3,000 from capital projects, for a total of \$47,000 out of the target reduction goal of \$82,000. **Motion** by Bill, second by Pr Lee to revise the 2009 budget by making \$47,000 in cuts as recommended by the Finance Committee, and to leave the remaining \$34,200 in needed reductions, still to be addressed before the end of the year. **Motion Carried.**

Old Business:

Replicating the Conference Pastor's Meeting-

Pr Jim has talked to Pastor Kurt Jacobson and he has agreed to facilitate a couple more conference meetings if we set up the time and place. Pr Jim and Steve will work on setting up the meetings.

NW Synod Office relocation—Update from Executive Committee from 6-23

The NW Synod Offices expect to be moving to Luther Park in September. Several plans on how to divide the office space are being considered. Another meeting will be scheduled soon.

Other:

JoDeen asked for an update on last month's motion to use Endowment Fund money to offer free camp to 16 youth from 8 congregations that have not sent campers to Luther Park in the last 3 years. Sherm reported that the letters have been sent and 1 church has already responded by sending 2 campers.

New Business:

There was no new business.

Closed Session

The board went into closed session at 5:00 pm to discuss the executive director position for 2010 and the leadership structure for 2010.

Reconvene in Open Session

At 6:10, the board reconvened in open session.

Motion by Pr Mike Second by Brenda that the President notify Sherm Toufar that in accordance with Luther Park Personnel Policy; Article IX, Section 2 (c) Unsatisfactory Performance "Separation of the Executive Director may take place on forty-five (45) days written notice" that the Board of Directors has, by majority vote, established that his contract with Luther Park Bible Camp be terminated effective September 18, 2009. However, the Board will honor its fiscal commitment (salary and benefits) to Sherm Toufar through the end of the 2009 calendar year as "Interim Executive Director." **Carried**, with one abstention.

Motion by Jim Second by Bill that the President notify Mary Toufar that in accordance with Luther Park Personnel Policy; Article IX, Section 2 (b) Reduction in Work Force "Imposed by the employer for whatever reason... and Associate Director who shall be given forty-five (45) days notice" that the Board of Directors has, by majority vote, established that her contract with Luther Park Bible Camp be terminated effective September 18, 2009. **Carried**.

AND

The President shall also notify the Toufars' that the camp residence shall be vacated by the end of December, 2009.

Motion by Pr Lee Second by Eileen that the transition team consisting of Pr Mike, Steve, Don, Brenda, and either Amanda or Pr Jim, shall determine a transition plan for executive leadership for Luther Park and report back to the full Board no later than the regular LPBD September meeting. **Carried**.

Next Meeting: The next board meeting will be held at **7:00 p.m. Thursday, July 16, at Trinity Lutheran in Eau Claire. The finance committee will meet at 5:30.** Other committees meet at 6:15, as needed.

Adjournment:

Motion by Pr Mike, second by Bill to adjourn the meeting at 6:25. **Carried**. The meeting closed with the Lord's Prayer.

Respectfully submitted,

JoDeen Forsyth, secretary