

**WLC STRATEGIC COUNCIL MEETING MINUTES – APRIL 2017 - UNAPPROVED**

<b>Meeting:</b>	<b>April 2017 Monthly Strategic Council</b>	<b>Facilitator:</b>	Bryan Hughes, President
<b>Date:</b>	04/03/2017	<b>Minute Taker:</b>	Troy Wenck, Secretary
<b>Location:</b>	Woodbury Lutheran Church – Valley Creek Campus	<b>Participants:</b>	Voting Council Members: <ul style="list-style-type: none"> <li>• Bryan Hughes, President</li> <li>• Lisa Smith, Treasurer</li> <li>• Bob Petrich, Lead Elder</li> <li>• Troy Wenck, Secretary</li> <li>• Cynthia Gustafson</li> <li>• Tim Reberg</li> <li>• Brian Schouviller</li> <li>• Linda Tank</li> </ul> Non-Voting Participants: <ul style="list-style-type: none"> <li>• Pastor Tom Pfothenaur</li> <li>• Mark Stutelberg, Business Administrator</li> <li>• Vicar Scott Pitsch</li> </ul>
<b>Start/End Times:</b>	7:00 PM – 9:00 PM	<b>Absentees:</b>	Voting Council Members: <ul style="list-style-type: none"> <li>• Renee Boehme, Vice President</li> </ul>

<b>AGENDA ITEM</b>	<b>DISCUSSION POINTS</b>	<b>MOTIONS, DECISIONS AND/OR ACTION ITEMS</b>
Opening	<ul style="list-style-type: none"> <li>• Meeting opened with Prayer</li> </ul>	
Open Forum	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
Approval of Prior Month's Minutes	<ul style="list-style-type: none"> <li>• February and March meeting minutes were reviewed for approval.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Decision:</b> Linda Tank moved and Cynthia Gustafson seconded a motion to approve the February meeting minutes. The motion was approved unanimously.</li> <li>• <b>Decision:</b> Bob Petrich moved and Linda Tank seconded a motion to approve the March meeting minutes amended to reflect Lisa Engh and Greig Metzger in attendance. The motion was approved unanimously.</li> <li>• <b>Action Item (April) – Troy Wenck</b> to copy Alcyen on distribution of meeting minutes.</li> </ul>

AGENDA ITEM	DISCUSSION POINTS	MOTIONS, DECISIONS AND/OR ACTION ITEMS
<p>Consent Agenda Topic: Senior Pastor Report</p>	<ul style="list-style-type: none"> <li>• Full April 3rd Senior Pastor Report was provided for review</li> <li>• Highlights discussed included: <ul style="list-style-type: none"> <li>○ Online campus attendance has been about 100 through first quarter. No obvious demographic trends in attendees, Pastor Tom recognized many of the emails as regular attenders who are traveling and names vary each week.</li> <li>○ Video will be taken of the gifting of our Easter Offering to three different local community charities/organizations and shown the following week as the way to announce who the money went to. Staff will also distribute \$10,000 in \$10 bills asking members to match or triple that amount and re-distribute to a worthy charity of their choice.</li> <li>○ Radio spots advertising our Easter services are on KFAN, Cities97, and their streaming services for three weeks. Staff also considering use of targeted advertising data for outreach, i.e. young family demographics.</li> <li>○ Brian Schouviller asked if WLC is doing anything to maintain engagement with the 18-24 demographic just out of High School.</li> <li>○ Financial Administrator position description was distributed before meeting and briefly discussed.</li> <li>○ Staff extending offer to candidate selected for new Preschool Director position at no overall budget impact.</li> <li>○ 50<sup>th</sup> Anniversary Campaign team continuing to meet, plan, brainstorm, and identify themes. Still trying to define the ‘What and why’ and leaning toward a one-fund concept.</li> <li>○ Pastor Tom is considering reallocation amongst pastoral staff and part time staff of multi-site, Reach, and Missions responsibilities with upcoming pastoral change.</li> <li>○ New Pastor will be tasked with reinvigorating our Saturday Night service.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Decision:</b> Council indicated support to staff for advertising in secular media as method to outreach to seek the unchurched.</li> <li>• <b>Action Item (April) - Tom Pfothenhauer</b> to consider tasking one staff member with outreach to the recently graduated 18-24 demographic and attempt to connect with those individuals.</li> <li>• <b>Action Item (April) - Tom Pfothenhauer</b> to meet with Bryan Hughes and John Foster to review bylaws and constitutional policies, then determine proper action steps related to calling pastors if they go through the SMP program sponsored by Woodbury Lutheran.</li> <li>• <b>Decision:</b> Council recommended that Staff provide space for Christian Closet to continue if the CCEFS moves out, allowing that ministry to evaluate whether the demand for the service continues.</li> <li>• <b>Decision:</b> Brian Schouviller moved and Troy Wenck seconded a motion to support the CCEFS ‘Raise the Roof’ fundraiser with a \$25,000 commitment over two years, \$15,000 in year 1, and \$10,000 in year 2. Mark Stutleburg to communicate to CCEFS.</li> <li>• <b>Action Item (April) – Mark Stutelberg and Bryan Hughes</b> to review scope of third party process auditor engagement proposal of \$4,500 and engage them if scope is deemed appropriate.</li> <li>• <b>Action Item (April) – All</b> to review financial Administrator position description and bring comments to May meeting.</li> </ul>
<p>Consent Agenda Topic: Financial Report Addressed by Mark S. &amp; Lisa Smith</p>	<ul style="list-style-type: none"> <li>• Mark provided an overview of the WLC financial process and all of the various volunteers involved.</li> <li>• 2017 annual budget distributed for Preschool</li> <li>• 2017 Q1 P&amp;L comparison to budget and to 2016 distributed</li> <li>• 2017 Q1 P&amp;L by Class distributed.</li> <li>• YTD 2017 Giving continues to exceed budget and 2016 numbers</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Action Item (April) – Mark Stutelberg</b> to incorporate comparative year end 2016 column with net difference calculated to Balance Sheet distributed.</li> </ul>
<p>Perpetual Calendar April: Sr. Pastor quarterly strategic update</p>		<ul style="list-style-type: none"> <li>• <b>Decision:</b> Brian Schouviller moved and Bob Petrich seconded a motion to approve the resolution for sale of stock.</li> </ul>

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Elders Update	<ul style="list-style-type: none"> <li>Elders discussion church trends in LCMS and trends in American Christianity overall to be more proactive in planning. 30 total Elders.</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Ministry Planning: Third Site	<ul style="list-style-type: none"> <li>Pastors Tom and Jon considering 'what's next' for Liberty Ridge campus and have determined we will need a compelling reason (growth or additional service) to move out of the school.</li> </ul>	<ul style="list-style-type: none"> <li><b>Action Item (April) - Tom Pfothauer</b> to review and bring attendance growth statistics for Oak Hill to May 13 meeting for use in Liberty Ridge discussion.</li> </ul>
Other Topics		<ul style="list-style-type: none"> <li><b>Action Item (April) – All Council</b> – Regular Monday meeting for May cancelled in favor of the Annual Strategic Planning Meeting May 13<sup>th</sup> from 7 AM – 11 AM.</li> <li><b>Action Item (April) – Tom Pfothauer and Bryan Hughes</b> to issue agenda topics for May 13<sup>th</sup> meeting.</li> </ul>
Closing	<ul style="list-style-type: none"> <li>Meeting closed with Prayer.</li> </ul>	

#### Council Agenda Items Based on Policy Manual Perpetual Calendar

January	Present Budget to Congregation Senior Pastor Quarterly Strategic Update
February	Review By-Laws Orientation of New Council Members Review Council Policies Resolution of Sale of Stock
March	Review Endowment and make appropriate distributions
April	Senior Pastor Quarterly Strategic Update
May	Annual Council Strategic Retreat
June	Senior Pastor Performance Review
July	Senior Pastor Annual and Quarterly Strategic Update
August	Council Nominations Resolution of Sale of Stock
September	Review government regulations
October	Budget Narrative Senior Pastor Quarterly Strategic Update
November	Review Risk Management and Internal Controls Preschool Financial Reporting – Status Update
December	No items