

WLC STRATEGIC COUNCIL MEETING MINUTES – MAY 2017 - APPROVED

Meeting:	May 2017 Strategic Council Meeting & Annual Retreat	Facilitator:	Bryan Hughes, President
Date:	05/13/2017	Minute Taker:	Troy Wenck, Secretary
Location:	Woodbury Lutheran Church – Valley Creek Campus	Participants:	Voting Council Members: <ul style="list-style-type: none"> • Bryan Hughes, President • Renee Boehme, Vice President • Bob Petrich, Lead Elder • Troy Wenck, Secretary • Tim Reberg • Brian Schouviller • Linda Tank Non-Voting Participants: <ul style="list-style-type: none"> • Pastor Tom Pfothenaur • Mark Stutelberg, Business Administrator • Vicar Scott Pitsch
Start/End Times:	7:00 AM – 11:00 AM	Absentees:	Voting Council Members: <ul style="list-style-type: none"> • Lisa Smith, Treasurer • Cynthia Gustafson

AGENDA ITEM	DISCUSSION POINTS	MOTIONS, DECISIONS AND/OR ACTION ITEMS
Opening	<ul style="list-style-type: none"> • Meeting opened with Prayer 	
Open Forum	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
Approval of Prior Month's Minutes	<ul style="list-style-type: none"> • April meeting minutes were reviewed for approval. 	<ul style="list-style-type: none"> • Decision: Renee Boehme moved and Brian Schouviller seconded a motion to approve the April meeting minutes. The motion was approved unanimously. • Decision: It was decided to defer review of the April meeting action items to the June meeting.
Consent Agenda Topic: Senior Pastor Report	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> • None
Financial Report:	<ul style="list-style-type: none"> • YTD Income is up 25% • YTD Expenses are on budget, up 17% • Reviewed of 2015 financial and attendance models 	<ul style="list-style-type: none"> • Action Item (May) – Mark Stutelberg to compare all May 2017 gifts vs all May 2016 gifts, including Greater. • Action Item (May) – Troy Wenck to compare 2016-2017 financial and attendance and report back at next meeting.

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Perpetual Calendar May: Policy Review	<ul style="list-style-type: none"> • Need for a Credit Card policy was discussed • Need for list of regulatory requirements was discussed • Need for crisis management plan(s) (during service, vs during week?) was discussed. • Need to simplify dashboard was discussed 	<ul style="list-style-type: none"> • Action Item (May) – Troy Wenck to send sample policy to Mark. • Action Item (May) – Mark Stutelberg to assemble list of regulatory requirements needed per item 2.1.4 (not due until 7/31/17) • Action Item (May) – Mark Stutelberg and Tom Pfothenauer to formalize crisis management plan(s). • Action Item (May) – Tom Pfothenauer to work with Mary to distill down to critical data in simpler format that can be absorbed in two minutes. • Action Item (May) – ALL to forward any other grammatical/technical council policy revisions to Troy for incorporation. • Action Item (May) – Troy Wenck to update and distribute revised policies per discussion for review and approval.
Elders Update	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> • None
Ministry Planning: Third Site	<ul style="list-style-type: none"> • Not discussed 	<ul style="list-style-type: none"> • None
Other Topics	<ul style="list-style-type: none"> • Reviewed and discussed SMP pastoral process related to approval, financing 	<ul style="list-style-type: none"> • Decision: It was recommended by Council that: <ol style="list-style-type: none"> 1. WLC either pays the tuition outright, or provides candidates with low/no interest loans to finance the cost. 2. WLC's intent is for SMP candidates to have a vision to be full-time at the conclusion of the process (do not do SMP for half-time positions) 3. Because of the above, council confirmed that it is appropriate to seek a congregational vote at item #4 on the 'SMP Pastor Process WLC' distributed at the meeting, including issuing a pending call.
Closing	<ul style="list-style-type: none"> • Meeting closed with Prayer. 	

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
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